

# Globe-Wernicke FILING CABINETS.

CATALOGUE NO. 804

IN EFFECT SEPT. 1st, 1904.

# The Globe-Wernicke Co.

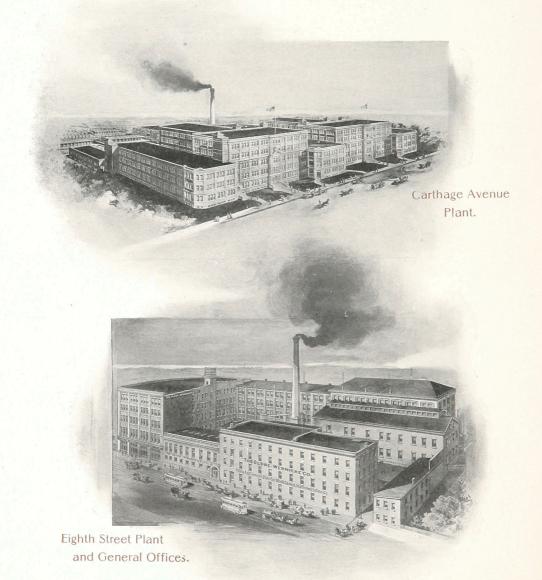
CINCINNATI, - - - - - FOURTH & ELM STS.

NEW YORK, - - - - - - 380-382 BROADWAY.

CHICAGO, - - - - - - 224-228 WABASH AVE.

BOSTON, - - - - - 91-93 FEDERAL ST.

LONDON, - - - - - 7 BUNHILL ROW, E. C.



# NET PRICE, FREIGHT PAID

means that we pay the freight from factories to any railway station in the United States on shipments weighing 100 pounds or more. We do not, however, guarantee delivery or assume liability for damage in transit. Our legal responsibility ceases when transportation company issues bill of lading to us. On smaller shipments than 100 pounds, or on goods sent by express, we do not pay or assume transportation charges.

# REGARDING PRICES

On freight shipments of 100 pounds and over, to points east of Montana, Wyoming, Colorado and New Mexico, the prices in this catalogue are net, freight paid. West of the eastern boundaries of these states, 15 per cent. will be added for excessive freight.

# SATISFACTION GUARANTEED

We guarantee our goods to be satisfactory as to quality. If not satisfactory as stated, goods may be returned at our cost and, if paid for, money will be refunded. We expect prompt remittance after arrival and inspection of goods. Strangers and persons having no established credit with us, may facilitate shipments by remitting with their orders.

# OUR STOCK

Unless otherwise stated, we endeavor to carry in stock everything mentioned in these pages. Stock goods which we are temporarily out of will be supplied as quickly as practicable. Any deviation from stock styles, or sizes, will be subject to extra charge. Mail orders should be very explicit, stating exactly what is wanted, thus avoiding delays awaiting instructions.

# FINISH

The goods described in this catalogue are furnished in one or more of the three grades of finish, designated by numbers, as follows:

GRADE 297—Quarter - sawed figured Weathered Oak (not carried in stock but furnished on short notice).

GRADE 298—Quarter - sawed figured Oak, with antique (light) finish, water rubbed and handsomely polished (not carried in stock, except in plain-end units, page 12, but furnished in two to four weeks time).

GRADÉ 299—Quarter-sawed figured Oak, with rich dark golden finish, water rubbed and handsomely polished (carried in stock).

GRADE 598—Genuine Mahogany, richly finished medium dark, water rubbed and handsomely polished (carried in stock).

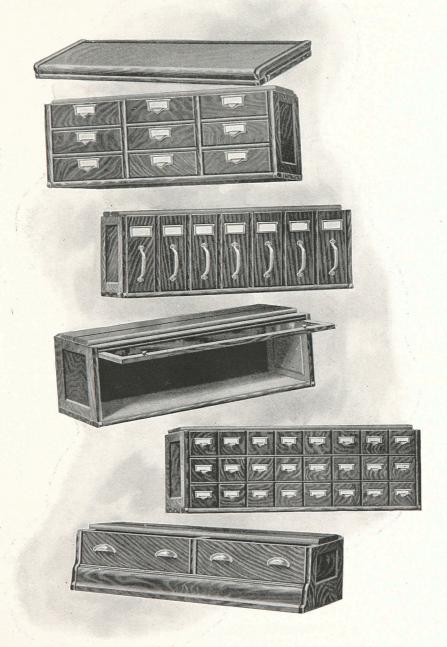
NOTE—Unless otherwise specified all goods ordered will be furnished in 299 grade.

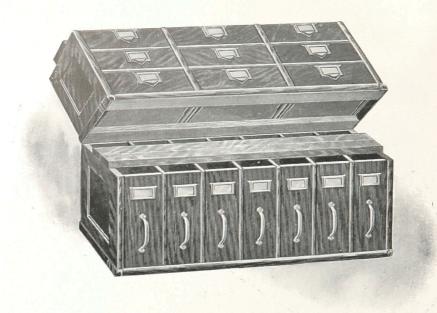
# GLOBE-WERNICKE

# "ELASTIC" CABINETS.

Built on the unit or sectional system, capable of lateral or vertical extensions, and of combining in one cabinet practically any and all of the various filing devices, drawers, etc., required in any business, the Globe-Wernicke "Elastic" Cabinet approaches nearer perfection than any other production in the line of office cabinets.

We are the originators of the "Unit Idea" in Filing Cabinets; we are owners of the fundamental patents and all desirable improvements, while many years of constant manufacture and wonderful growth of demand, have demonstrated to the world the superior merit of the Unit System in general, and the Globe-Wernicke construction in particular.





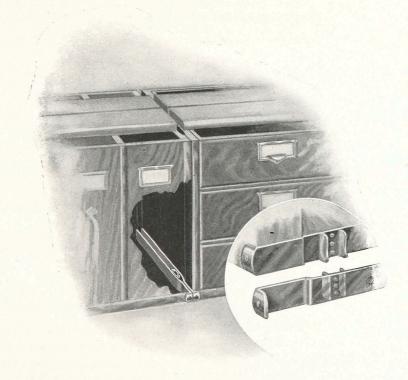
# GLOBE-WERNICKE "ELASTIC" CABINETS.

CONSTRUCTION.

Comprise units or sections, placed one above the other or end to end, each tier resting on a base and surmounted by a top, and all securely and ingeniously locked together into one compact and complete cabinet. These units are furnished with a variety of interiors embracing filing devices of various kinds, drawers, pigeon-hole cases, etc., as described in the following pages.

The units alone, being incomplete at top and bottom, require a base under the lower unit and a top on the upper one, or both base and top to a single unit, to make a complete cabinet.

The illustration on opposite page shows the manner of interlocking units placed one above the other in such a manner as to prevent any shifting. In horizontal extensions the interlocking of the units is provided for by especially designed metal strips with copper oxydized finish, as illustrated below. This metal strip is the one essential feature that has made possible a perfect sectional cabinet. It is absolutely indispensible to a substantial construction, a perfect horizontal extension and a finished and attractive appearance. It is a patented feature and the efforts of imitators to make a sectional cabinet without it have resulted in practical failures as compared with the Globe-Wernicke "Elastic" Cabinet.



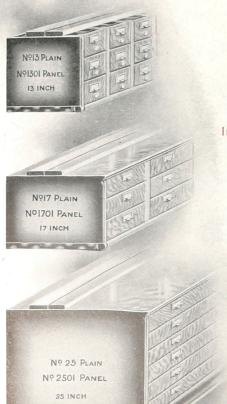
# "ELASTIC" CABINET UNITS

#### STYLES

Formerly our catalogue illustrated only the solid or plain-end quartered oak units. While continuing this line to supply the demand from former purchasers, we illustrate herein only our new style panel-end units. The prices on both styles of units are the same, and, as the units themselves are interchangeable, purchasers of the plain-end units can, when desired, make their additions with the panel-end style. The plain-end units are furnished in 298 and 299 grades and the panel-end in 298, 299 or 297, and 598 grades (see page 5).

#### SIZES

All cabinet units measure 41% inches wide, outside. The base and top units vary in height, the dimensions of each being given in description. All other units, excepting only the slide shelf units and the one row card index and letter file units measure, 13½ inches high. All units are designated by their depths in inches from front to back, those depths being 13, 17 and 25 inches respectively, and numbered as follows:



Plain-Ends. Panel-Ends.

13 inch . . . No. 13 No. 1301. 17 inch . . . No. 17 No. 1701. 25 inch . . . No. 25 No. 2501.

In horizontal extensions it is customary to use units of same depth, though units of different depths can be interlocked if desired.

In vertical extensions any unit will fit on top of one of same or greater depth.

#### LOCKING DEVICE

We now furnish a line of letter, document and card index file units and card index cabinets fitted with a very ingenious and effective locking device, whereby the locking of one file locks all files in that unit or cabinet. The units and cabinets furnished with this device, together with prices, are indicated under their respective descriptions in the following pages.

# INSTRUCTIONS FOR ORDERING.

To avoid mistakes and delays of correspondence, it is important that the following instructions be carefully followed:

If not already supplied, include top and base units for each vertical tier of units.

Order by number and letters exactly as given with description of each unit.

If plain-end units only are wanted to match others now in use, order from list of plain-end units on page 12.

Designate finish wanted by number, as described on page 5.

#### PLAIN - END UNITS.

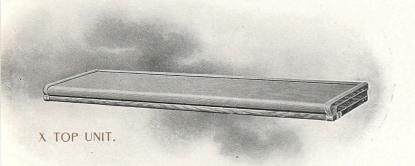
As this line of units was originally made in antique finished quartered Oak and later in golden finish, but never in Mahogany, it is now carried in stock in quartered Oak only, with antique (light) finish, designated as No. 298; or golden (dark) finish, designated as No. 299. WHEN ORDERING BE SURE AND DESIGNATE FINISH WANTED BY NUMBER.

# NET PRICES, FREIGHT PAID, OF PLAIN-END UNITS SUBJECT TO TERMS ON PAGE 3

No. 13	No. 17	No. 25	
X Top Unit \$ 3.00	\$ 3.75		
F " " 2.75	3.25		
C " " 2.50	3.00		
F Base Unit 1.25	1.50		
L. D. Base Unit 6.50	7.50		
H. C. " "	14.50		
H. D. " "	16.50	\$25.00	
Ŵ. D. " "	16.50	25.00	
S. S. Unit 4.25	6.00		
L. F. " 10.00	15.00 .		Suspending device on No. 13, extra, \$1.80
C. I. 35 Unit 18.00	22.00		
C. I. 46 " 15.00	18.00		
C. I. 58 "	17.00		
L. & C. I. " 15.00			Suspending device, extra, \$1.20
A. F. Unit	17.00		
D. F. " 10.00	14.00 .		Suspending device on No. 13, extra, \$1.40
L. B. " 9.00	14.00		
L. B. X. Unit 9.00	12.00		
R. F. Unit 12.00			Suspending device, extra, \$1.60
D. R. " 12.00			
M. R. " 13.50			
C. D. " 9.00			
P. H. " 13.50			
T. C. " 4.00			
G. D. " 6.00			
C. F. "	15.00		
V. F. Unit, letter size	9.00		
V. F. " cap size.	10.00		
V. L. Unit 11.00	15.00		Roller Shelves,
R. S. Unit (without shelves)	7.00 .		each, \$1.25

NOTICE—Above prices do not include supplies such as indexes, transfer cases, labels, cards, guides, partitions and folders. For prices on supplies, see supplementary price list in back of catalogue.

Practically all of above units (except with panel-ends instead of plain) are illustrated in the following pages and designated in same manner, except the figures 01 are added to Nos. 13, 17 and 25, as explained on page 10.



#### PANEL - END TOP UNITS

(Plain-End Units, see page 12.)

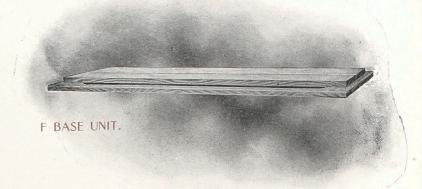
X Top Unit.—Adapted to single units or to combinations. Measures 3½ inches high. Shipping weight about 25, 30 and 50 pounds respectively for following sizes:

			1	-11	112H—266 b	lage 5
Net price, freight paid,			299	9,	298 or 297	598
No. 1301 X Top Unit					\$3.00	\$4.00
No. 1701 X Top Unit						5.00
No. 2501 X Top Unit						8.50
Subject to						

#### BASE UNITS

F Base Unit.—A low flat base, designed for single units or low combinations. Shipping weight about 20, 25 and 30 pounds respectively for following sizes:

	FINISH—See pa	ige 5
Net price, freight paid,	299, 298 or 297	598
No. 1301 F Base Unit	\$1.25	\$1.75
No. 1701 F Base Unit		2.00
No. 2501 F Base Unit		2.75
Subject to tern	ns on page 3	





L. BASE UNIT.

Slobe-Wernicke

#### L. BASE UNIT

L. Base Unit.—A low base 4 inches high. Shipping weight about 45, 50 and 55 pounds respectively for following sizes:

						FIN	NISH—See I	page 5
Net price, freight p	aid	١,			29	9,	298 or 297	598
No. 1301 L. Base Unit			٠.			1	\$2.75	\$3.75
No. 1701 L. Base Unit							3.25	4.50
No. 2501 L. Base Unit							4.00	5.25
Subject								

## PANEL - END BASE UNITS

(Plain-End Units, see page 12.)

L. D. Base Unit.—A low drawer base  $10\frac{1}{4}$  inches high, containing two drawers. In the No. 1301, the drawers measure inside,  $18\frac{3}{8}$  inches wide,  $5\frac{1}{4}$  inches high,  $10\frac{7}{8}$  inches deep; in the No. 1701,  $18\frac{3}{8}$  inches wide,  $4\frac{1}{4}$  inches high,  $15\frac{1}{4}$  inches deep. Shipping weight about 50 and 60 pounds respectively for following sizes:

				FI	VISH—S	See pa	ge 5
	Net price, freight paid,			299,	298 or	297	598
No	. 1301 L. D. Base Unit				\$6.50	\$	8.50
No	o. 1701 L. D. Base Unit				7.50		10.00
	Subject to ter	ms	on	page	3		





#### LEG BASE UNITS

Leg Base Units.—A leg base 23% inches high on which can be placed units either 13, 17 or 25 inches deep, the latter requiring the No. 2501 Unit. Shipping weight about 65 and 85 pounds respectively for following sizes:

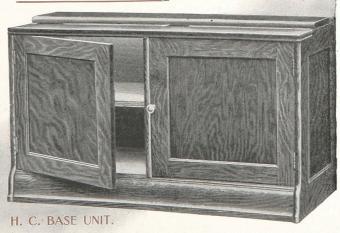
					See page 5
Net price, freight paid,			299,	298 or	297 598
No. 1701 Leg Base Unit				\$7.50	\$11.00
No. 2501 Leg Base Unit				9.50	13.50
Subject to ter	ms	on	page	3	

# PANEL - END BASE UNITS

(Plain-End Units, see page 12)

H. C. Base Unit.—A high cupboard base 23% inches high, containing cupboard divided by upright partition into two spaces, each measuring 19% inches wide, 18¼ inches high, and in the No. 1701 Unit 15½ inches deep, and in the No. 2501 Unit 23½ inches deep inside, each space being fitted with a removable shelf. Shipping weight 115 and 190 pounds respectively for following sizes:

	FINISH—See page 5
Net price, freight paid,	299, 298 or 297 598
No. 1701 H. C. Base Unit	\$14.50 \$20.00
No. 2501 H. C. Base Unit	22.00 32.00
Subject to terms	on page 3





H. D. BASE UNIT.

# PANEL - END BASE UNITS

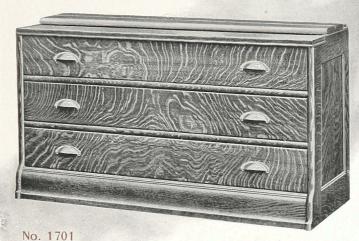
(Plain-End Units, see page 12.)

H. D. Base Unit.—A high drawer base 23% inches high, containing 6 drawers, each measuring 18% inches wide, 4% inches high, 15% inches deep, inside. Shipping weight about 135 pounds.

Net price, freight paid, 299, 298 or 297 598

No. 1701 H. D. Base Unit . . . . \$16.50 \$22.00

Subject to terms on page 3



W. D. BASE UNIT

## PANEL - END BASE UNITS

(Plain-End Units, see page 12.)

W. D. Base Unit.—A high drawer base  $23\frac{3}{8}$  inches high, containing three wide drawers, each measuring 38 inches wide,  $4\frac{3}{4}$  inches high, 15 inches deep inside. Shipping weight about 130 pounds.

Net price, freight paid, 299, 298 or 297 598
No. 1701 W. D. Base Unit . . . . . \$16.50 \$22.00
Subject to terms on page 3



H. D. BASE UNIT.

# PANEL - END BASE UNITS

(Plain-End Units, see page 12.)

H. D. Base Unit.—A high drawer base 23% inches high and 25 inches deep (front to back), containing 12 drawers, each measuring 18% inches wide, 2 inches high, 23½ inches deep inside. Drawers are fitted with narrow thin metal strip or hood across top at back to prevent papers curling up above tops of drawers. Specially adapted to holding insurance policies. Shipping weight about 200 pounds.

Net price, freight paid, No. 2501 H. D. Base Unit . . . . \$25.00 \$35.00 Subject to terms on page 3



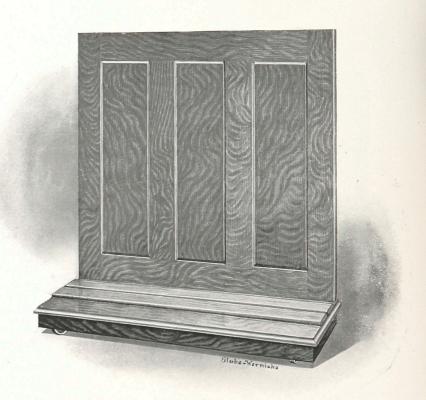
W. D. BASE UNIT.

#### PANEL - END BASE UNITS

(Plain-End Units, see page 12.)

W. D. Base Unit.—A high drawer base 23% inches high, and 25 inches deep (front to back), containing 6 wide drawers, each measuring 38 inches wide, 1% inches high, 22% inches deep inside. Drawers fitted with removable partitions through center from front to back, also with narrow thin metal strip or hood across top at back to prevent papers curling up above tops of drawers. Shipping weight about 195 pounds.

Net price, freight paid, 299, 298 or 297 598
No. 2501 W. D. Base Unit . . . . . \$25.00 \$35.00
Subject to terms on page 3

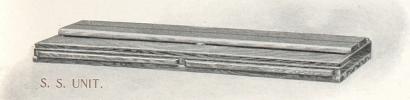


# TRUCK BASE

A low truck base 5 inches high without back, 43¾ inches long and 20 inches deep (front to back), designed for single tiers of two, three or four units, that require frequent moving from place to place, in and out of vaults, etc. These trucks are mounted on heavy rubber-tired roller-bearing casters, an expensive feature but absolutely essential to a perfect truck base. Paneled backs either two, three or four units high are attached to the base and back of units, serving the double purpose of giving a finished appearance to back of combination, and tying the units firmly together. The Truck Base is made for No. 1701 Units only. Shipping weight about 100 pounds.

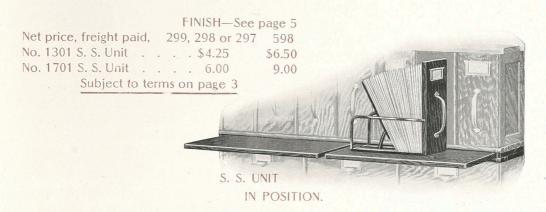


FINISH—See page 5
299, 298
Net price, freight paid, or 297 598
No. 1701 Truck Base with paneled back 2 Units high. \$18.00 \$28.00
No. 1701 Truck Base with paneled back 3 Units high. 19.00 29.00
No. 1701 Truck Base with paneled back 4 Units high. 20.00 30.00
Subject to terms on page 3



#### S. S. UNIT

S. S. Unit.—Contains two sliding shelves and occupies about two inches in height. It is designed for use between any two units and, in position, appears as in illustration below. It is of the greatest convenience, as it affords a resting place for files and drawers while referring to their contents. Shipping weight about 25 and 35 pounds respectively for following sizes:



#### L. F. UNIT

No. 1301 L. F. One Row Unit.—A Letter File unit  $4\frac{3}{4}$  inches high, fitted with our regular Globe Letter Files, measuring outside  $12\frac{1}{2}$  inches wide,  $3\frac{3}{4}$  inches high,  $11\frac{3}{6}$  inches deep. Can be fitted with indexes and labels to suit purchasers. Prices given below do not include indexes, labels or suspending device. For prices and description of indexes, labels, etc., see supplementary price list in back of catalogue. The suspending device will not be sent unless specified in the order. Shipping weight about 45 pounds.

FINISH—See page 5

Net price, freight paid, 299, 298 or 297 598

No. 1301 L. F. One Row Unit, without indexes or labels . . . \$4.00 \$6.00 Suspending device extra, per unit, 60 cents.

For plain drawers in place of letter files deduct 15 cents per opening. Inside dimensions of drawers  $11\frac{7}{8}$  inches wide,  $10\frac{1}{2}$  inches deep, 3 inches high. Subject to terms on page 3



L. F. ONE ROW UNIT.



# PANEL - END L. F. UNITS

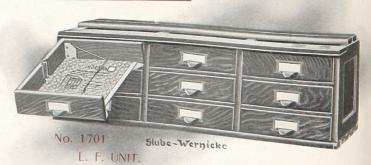
(Plain-End Units, see page 12).

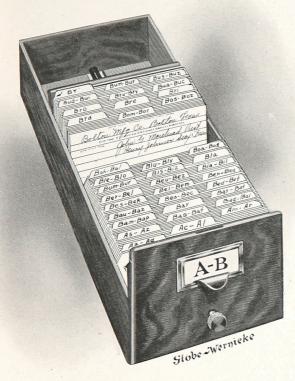
No. 1301 L. F. Unit.—Fitted with our regular Globe Letter Files, measuring outside 12½ inches wide, 3¾ inches high, 11¾ inches deep. Can be fitted with indexes and labels to suit purchaser. Prices given below do not include indexes, labels or suspending device. For prices of indexes, labels, etc., see supplementary price list in back of catalogue. The suspending device will not be sent unless specified in the order. Shipping weight about 80 pounds.

No. 1301 L. F. Unit without indexes or labels	FINISH—See page 5 299, 298 or 297 598 \$10.00 \$14.00
Suspending devices extra, per unit \$1 For plain drawers in place of letter files deduct 15 (Inside dimensions of drawers 11% in, wide, 10% in	cents por opening

Subject to terms on page 3

No. 1701 L. F. Unit.—Fitted with cap size letter files accommodating papers 14 x 9½ inches and smaller. All files in this unit suspended as shown in illustration. By raising the front of file it can be entirely withdrawn from unit. Can be fitted with indexes and labels arranged to suit purchaser. Prices given below do not include indexes or labels (see supplementary price list in back of catalogue). Shipping weight about 115 pounds.



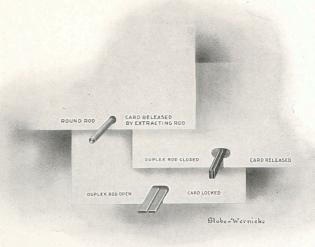


# THE GLOBE CARD INDEX FILE

comprised in the C. I. Units, described in the following pages, consists of a drawer specially constructed for holding record and guide cards, the drawer being fitted with rod, which runs

through holes punched near lower edges of cards, holding them securely in the drawer. These rods are of two styles; the Round Rod which is withdrawn from the file when a card is to be removed, and the Duplex Rod which is operated by turning the knob on front of drawer—(see illustration herewith). Files with Duplex Rod are recommended for most purposes, and WILL BE FURNISHED UNLESS OTHERWISE ORDERED. Round Lock Rods, that can be locked in the files, will be supplied at 50 cents per rod extra. When desired the files will be furnished without any rods at a reduction of 20 cents per file. A block or follower adjusted automatically back of the cards holds them in an upright position convenient for reference.

Additional information and descriptive matter regarding the Card Index File, its wonderful capabilities, with prices and descriptions of record and guide cards, etc., will be found in Catalogue No. 904. A condensed price list of record and guide cards is given in supplementary price list in back of catalogue.





C. I. ONE ROW 35 UNIT.

#### C. I. UNITS

No. 1301 C. I. One Row 35 Unit.—A Card Index Unit 4\(^4\) inches high, fitted with our regular No. 35 Single-drawer Card Index Files for holding 3x5 inch cards. Capacity of unit 6,600 light, 4,800 medium or 3,900 heavy weight cards. Shipping weight about 45 pounds.

No. 1701 C. I. One Row 35 Unit.—Same as above, except capacity of unit 9,500 light, 6,900 medium or 5,600 heavy weight cards. Shipping weight about 55 pounds.

Prices given do not include cards, see supplementary price list in back of catalog.

Net price, freight paid, 299 298 of	-See page 5 r 297 598
No. 1301 C. I. One Row 35 Unit with rods in files Above with locking device (see page 10)	00 1300
Above with locking device (see page 10)	1200
For files without rods deduct 20 cents each.	
Subject to terms on page 3	

# PANEL - END C. I. UNITS

(Plain-End Units, see page 12)

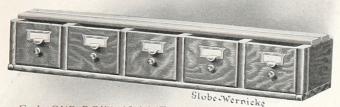
No. 1301 C. I. 35 Unit.—Fitted with our regular No. 35 Single-drawer Card Index Files for holding 3 x 5 inch cards. Capacity of unit 19,800 light, 14,400 medium or 11,700 heavy weight cards. Shipping weight about 95 pounds.

No. 1701 C. I. 35 Unit.—Same as above, except capacity of unit 28,500 light, 20,700 medium or 16,800 heavy weight cards. Shipping weight about 120 pounds. Prices given do not include cards, see supplementary price list in back of catalog.

Net price, freight paid,			20	0	208 or 1	ee page 5 297 598
No. 1301 C. I. 35 Unit with rods in files Above with locking device (see page	1())				22 00	20.00
No. 1701 C. I. 35 Unit with rods in files Above with locking device (see page	10)	:			22.00 27.00	30.00 35.00

For files without rods deduct 20 cents each. Subject to terms on page 3.





C. I. ONE ROW 46 UNIT.

#### C. I. UNITS

No. 1301 C. I. One Row 46 Unit.—A Card Index Unit  $5\frac{11}{16}$  inches high, fitted with No. 46 Single-drawer Card Index Files for holding  $4 \times 6$  inch cards. Capacity of unit 5,000 light, 4,000 medium or 3,250 heavy weight cards. Shipping weight about 50 pounds.

No. 1701 C. I. One Row 46 Unit.—Height  $6\frac{9}{16}$  inches. Capacity of unit 7,900 light, 5,750 medium or 4,700 heavy weight cards. Shipping weight about 60 pounds.

Prices given do not include cards, see supplementary price list in back of catalog.

			FINISH -Se	e page 5
Net price, freight paid,		29	9, 298 or 29	97 598
No. 1301 C. I. One Row 46 Unit with rods in files.				\$13.00
Above with locking device (see page 10).			. 12.00	16.00
No. 1701 C. I. One Row 46 Unit with rods in files.			. 11.00	15.00
Above with locking device (see page 10) .			. 14.00	18.00
For files without rods deduct 20	cent	s ea	ich.	

Subject to terms on page 3

#### PANEL - END C. I. UNITS

(Plain-End Units, see page 12).

No. 1301 C I. 46 Unit.—Fitted with No. 46 Single-drawer Card Index Files for holding 4x6 inch cards. Capacity of unit 11,000 light, 8,000 medium or 6,500 heavy weight cards. Shipping weight about 80 pounds.

No. 1701 C. I. 46 Unit.—Same as above, except capacity of unit 15,800 light, 11,500 medium or 9,400 heavy weight cards. Shipping weight about 115 pounds. Prices given do not include cards, see supplementary price list in back of catalog.

For files without rods deduct 20 cents each.
Subject to terms on page 3



C. I. 46 UNIT.

Globe-Wernicke



C. I. 58 UNIT.

#### PANEL - END C. I. UNIT

(Plain-End Units, see page 12).

No. 1701 C. I. 58 Unit.—Fitted with No. 58 Card Index Files for holding 5 x 8 inch cards. Capacity of unit 12,650 light, 9,200 medium, or 7,500 heavy weight cards. Prices given do not include cards (see supplementary price list in back of catalogue). Shipping weight about 110 pounds.

Net price, freight paid, 299, 298 or 297 598
No. 1701 C. I. 58 Unit, with rods in files . \$17.00 \$25.00
Above with locking device (see page 10) . 21.00 29.00
For files without rods deduct 20 cents each.

Subject to terms on page 3

#### \* PANEL - END L. & C. I. UNIT

(Plain-End Units, see page 12).

No. 1301 L. & C. I. Unit.—Containing 6 Globe Letter Files and 6 No. 35 Single-drawer Card Index Files of same size and capacity as those illustrated in the two units at top of pages 22 and 24. Unless specified, letter files will be sent without suspending device. Prices do not include suspending device, indexes or cards (see supplementary price list in back of catalogue). Shipping weight about 85 pounds.

Net price, freight paid, 299, 298 or 297 598

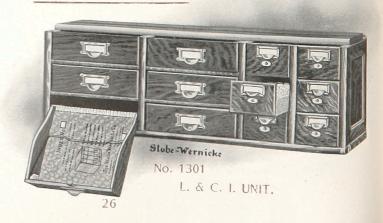
No. 1301 L. & C. I. Unit with rods in C. I. Files \$\\$15.00\$ \$20.00

For C. I. Files without rods deduct 20 cents each.

For plain drawers in place of letter files deduct 15 cents per opening.

Suspending devices \$1.20 net per unit.

Subject to terms on page 3





## CARD FILES IN L. F. UNIT

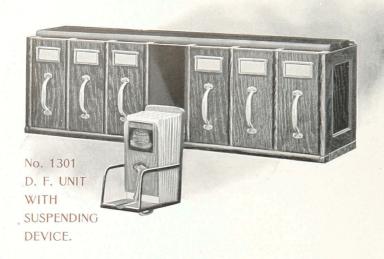
If it is desired to substitute Card Index Files for one, or more, of the Letter Files in the No. 1301 L. F. Unit we can furnish two Card Index Files with dividing partition so they can easily be fitted into the letter file opening, or will fit them in L. F. Units as wanted when ordered. The price of the two No. 35 Card Index Files with partition is \$2.50 net for 299, 298 or 297 grade, or \$3.50 net for 598 grade. Or, if a No. 1301 L. F. Unit is ordered with card files substituted for one, or more letter files, for each letter file opening fitted with card files add to the price given for the L. F. Unit \$2.00 net for 299, 298 or 297 grade, or \$3.00 net for 598 grade

# PANEL - END A. F. UNIT

(Plain-End Units, see page 12).

No. 1701 A. F. Unit.—Fitted with 12 of our regular Columbia Arch Letter Files with compressor covers (see page 72) accommodating papers  $14 \times 8\frac{3}{4}$  inches and smaller. Prices do not include indexes or labels (see supplementary price list in back of catalogue). Shipping weight about 100 pounds.





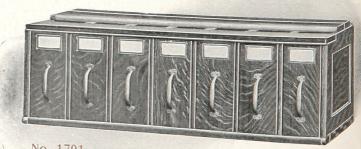
# PANEL - END D. F. UNITS

(Plain-End Units, see page 12).

No. 1301 D. F. Unit.—Fitted with our regular Globe Document Files, designed for holding folded papers not larger than  $4\frac{5}{8}$  x 11½ inches. Prices given do not include suspending device and, unless ordered, files will be sent without this attachment. Shipping weight about 75 pounds.

	FINISH—See page 5
Net price, freight paid,	299, 298 or 297 598
No. 1301 D. F. Unit	\$10.00 \$14.00
Above with locking device (see page	10) . 13.00 17.00
Suspending device \$1.40	
Subject to terms on	page 3

No. 1701 D. F. Unit.—Fitted with our Globe Document Files of extra large capacity. The files accommodate papers  $4\frac{5}{8} \times 10\frac{1}{2}$  inches. Shipping weight about 100 pounds.



No. 1701 D. F. UNIT.



No. 1301 L. B. UNIT

# PANEL - END L. B. UNITS

(Plain-End Units, see page 12).

No. 1301 L. B. Unit.—Twelve drawers in this unit are designed especially for legal blanks, though they are equally well adapted to many other purposes, particularly for holding electrotypes. They measure inside  $14\frac{1}{2}$  inches wide,  $1\frac{1}{8}$  inches high,  $9\frac{1}{8}$  inches deep. The other three drawers measure inside  $6\frac{5}{8}$  inches wide,  $3\frac{1}{8}$  inches high, 11 inches deep. Shipping weight about 70 pounds.

Net price, freight paid, 299, 298 or 297 598

No. 1301 L. B. Unit . . . . . . \$9.00 \$14.00

Subject to terms on page 3

No. 1701 L. B.-Unit. - Contains 12 drawers, each drawer being divided into two compartments by a removable partition. Full size of drawer inside is 18% inches wide, 15% inches deep, 1 inch high. Especially adapted to holding legal blanks, but also desirable for other purposes, particularly for holding electrotypes. Shipping weight about 95 pounds.

Net price, freight paid, 299, 298 or 297 598
No. 1701 L. B. Unit . . . . . . . . . . . . . . \$20.00
Subject to terms on page 3



No. 1701 L. B. UNIT.



L. B. X. UNIT.

# PANEL - END L. B. X UNITS

(Plain-End Units, see page 12)

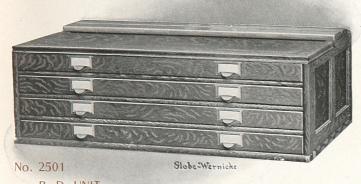
No. 1301 L. B. X. Unit.—The 12 drawers in this unit are designed to hold blanks, or forms printed on half-sheets of folio. They are also adapted to many other uses, including the holding of electrotypes. The drawers measure inside, 183% inches wide, 11% inches high, 111% inches deep. Shipping weight about 70 pounds.

> FINISH—See page 5 Net price, freight paid, 299, 298 or 297 598 \$14.00 Subject to terms on page 3

No. 1701 L. B. X. Unit.—Fitted with 6 drawers of convenient size for many purposes. The drawers measure inside  $18\frac{3}{8}$  inches wide,  $2\frac{7}{8}$  inches high,  $15\frac{3}{8}$ inches deep, divided by removable partition into two compartments. Shipping weight about 95 pounds.

> FINISH—See page 5 299, 298 or 297 598 Subject to terms on page 3





B. D. UNIT.

## PANEL.- END B. D. UNIT

No. 2501 B. D. Unit.—A deep and wide drawer unit containing four drawers, measuring inside 38 inches wide, 15% inches high, 22% inches deep. A removable partition through center of drawer from front to back divides it into two compartments, each measuring 18% inches wide. Shipping weight about 130 pounds.

FINISH—See page 5 Net price, freight paid, 299, 298 or 297 598 \$22.00

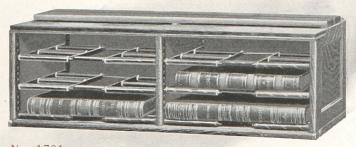
Subject to terms on page 3

### PANEL - END R. S. UNIT

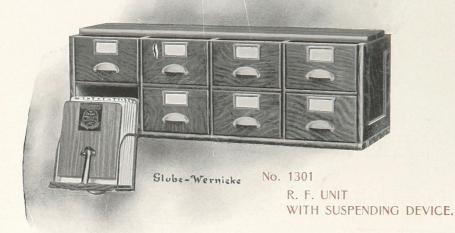
(Plain-End Units, see page 12).

No. 1701 R. S. Unit.—For holding adjustable metal roller-shelves 19\% inches wide and 16% inches deep. The shelves are adjustable in height. They are substantially constructed and operate with the greatest ease. Prices given do not include shelves, but, unless otherwise stated, six shelves as shown will be sent with each unit ordered. Shipping weight about 110 pounds.

> FINISH —See page 5 299, 298 or 297 598 Net price, freight paid, No. 1701 R. S. Unit without shelves . . . \$7.00 \$10.00 Roller Shelves, . . . . \$1.25 each. Subject to terms on page 3



No. 1701 R. S. UNIT.



#### PANEL - END R. F. UNIT

(Plain-End Units, see page 12).

No. 1301 R. F. Unit.—Fitted with Report Files made on our Globe Document File pattern with automatically adjusted compressor boards. Will accommodate papers  $8\frac{7}{8} \times 11\frac{1}{4}$  inches. Especially suited to holding large, flat papers, photographs, etc. Unless ordered, files will be sent without suspending device, which is not included in prices given. Shipping weight about 80 pounds.

#### PANEL - END D. R. UNIT

(Plain-End Units, see page 12).

No. 1301 D. R. Unit.—Fitted with 16 boxes designed for filing insurance daily reports, but equally adapted to holding circulars, etc. The boxes are made of substantial tarboard with black cloth fronts, and fitted with adjustable label holder and ring pull. Inside dimensions of boxes 8% inches wide, 11% inches deep, 2% inches high. Shipping weight about 75 pounds.





# PANEL - END C. B. UNIT

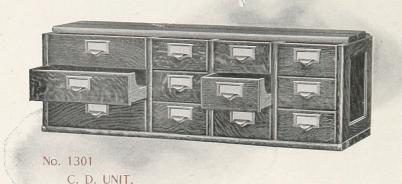
No. 1701 C. B. Unit.—Fitted with 12 cap size boxes. The boxes are made of substantial tarboard of same design and construction as those in the D. R. Unit on previous page. Inside dimensions of boxes 9 inches wide, 16 inches deep, 3½ inches high. Shipping weight about 95 pounds.

# PANEL - END M. R. UNIT

(Plain-End Units, see page 12).

No. 1301 M. R. Unit.—Fitted with 8 Mercantile Report Files. Each file is designed to hold indexed or numbered guides (usually 20 to a file), between which, contained in folders, is filed all credit information. A follower at back of file keeps the contents, irrespective of quantity, in an upright position convenient for reference. Prices given do not include labels, guides or folders (see supplementary price list in back of catalogue). Shipping weight about 80 pounds.





#### PANEL - END C. D. UNIT

(Plain-End Units, see page 12).

No. 1301 C. D. Unit.—Containing drawers especially designed to hold various size catalogues, the three large drawers measuring inside 13% inches wide, 3% inches high, 11 inches deep; and the nine smaller ones measuring inside, 7 inches wide, 3% inches high, 11 inches deep. Drawers cut down on one side to facilitate handling contents. Shipping weight about 70 pounds.

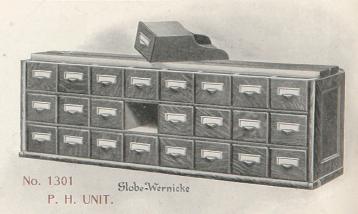
FINISH—See page 5
Net price, freight paid, 299, 298 or 297 598
No. 1301 C. D. Unit . . . . . . \$9.00 \$14.00
Subject to terms on page 3

# PANEL - END P. H. UNIT

(Plain-End Units, see page 12).

No. 1301 P. H. Unit.—The 24 pigeon-hole boxes in this unit are all substantially made and handsomely finished. They measure inside  $4\frac{1}{8}$  inches wide,  $3\frac{3}{8}$  inches high, and will accommodate papers  $10\frac{1}{4}$  inches long. Shipping weight about 75 pounds.

Net price, freight paid, 299, 298 or 297 598
No. 1301 P. H. Unit . . . . . . . \$13.50 \$18.50
Subject to terms on page 3





No. 1301

T. C. UNIT.

### PANEL - END T. C. UNIT

(Plain-End Units, see page 12).

No. 1301 T. C. Unit.—Contains two open spaces, each measuring 19% inches wide, 12¼ inches high, 12¼ inches deep inside, for the accommodation of Globe Transfer Cases (letter size). Prices given do not include transfer cases (see supplementary price list in back of catalogue). Shipping weight about 45 pounds.

Net price, freight paid, 299, 298 or 297 598

No. 1301 T. C. Unit . . . . . . \$4.00 \$5.00

Subject to terms on page 3

### PANEL - END G. D. UNITS

(Plain-End Units, see page 12).

G. D. Unit.—Fitted with roller-bearing dust-proof glass door. This door is hung on roller-bearings opening outward and upward, closing noiselessly by gravity when released, or it can be pushed back into the unit out of the way. This unit is adapted to holding books, catalogues, etc. It measures inside in the clear, 39½ inches wide, 10½ inches high, the No. 1301 measures 10½ inches deep, and the No. 1701 measures 14½ inches deep. Shipping weight about 55 and 70 pounds respectively for the following sizes:





No. 1701 C. F. UNIT.

### PANEL - END C. F. UNIT

(Plain-End Units, see page 12).

No. 1701 C. F. Unit.—Fitted with Check Files for filing canceled checks, notes, receipts, drafts, etc. Will accommodate papers  $9 \times 3\%$  inches and smaller. Prices given do not include labels or partitions in files. Shipping weight about 100 pounds.

FINISH—See page 5

Net price, freight paid, 299, 298 or 297 598

No. 1701 C. F. Unit . . . . . . . . . . . . \$15.00 \$22.00

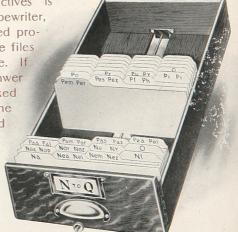
Subject to terms on page 3

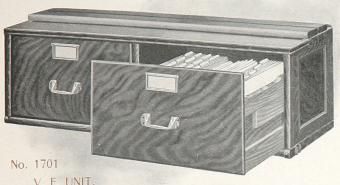
For prices on partitions see supplementary price list in back of catalogue.

### THE GLOBE CHECK FILE

as designed, holds forty adjustable pressboard partitions, kept in place by a removable rod running through recessed bottom of drawer. On this rod, back of the partitions, is also run a follower or compressor, which clamps the rod automatically at any point desired, holding the partitions, with the checks between them, snugly together in an upright position. The partitions have a projection or tab at upper edge for indexing with subdivisions of the alphabet, or with com-

When partitions are ordered, if list of "Actives." When partitions are ordered, if list of "Actives" is furnished, their names will be copied on typewriter, attached to blank partitions and distributed properly between the indexed partitions in the files or drawers at a cost of one cent per name. If no list is furnished 20 partitions in each drawer will be left blank, the balance being indexed through all the files with subdivisions of the alphabet. The drawer - fronts are fitted with adjustable label-holders and pulls. Handsome labels, printed in gold letters on black ground, indicate contents of drawers.





V. F. UNIT.

### \* PANEL - END V. F. UNITS

(Plain-End Units, see page 12.)

No. 1701 V. F. Unit.—Fitted with two Vertical Files, designed for filing letters on edge in folders and between indexed guides. The files operate on extension slides which support them when opened their full length. They are fitted with followers that can be made to operate from either side of drawer so that contents can be examined from either end of unit. Prices given do not include guides, folders or labels (see supplementary price list in back of catalogue). Shipping weight about 100 pounds.

FINISH—See page 5 Net price, freight paid, 299, 298 or 297 598

\* No. 1701 V. F. Unit, letter size . . . \$ 9.00 \$14.00

\* No. 1701 V. F. Unit, cap size . . . . 10.00 15.00

Subject to terms on page 3

### PANEL - END V. L. UNITS

(Plain-End Units, see page 12.)

No. 1301 V. L. Unit.—Fitted with three Vertical Files, designed for filing letters on edge in folders and between indexed guides. The files, or drawers, operate on extension slides under the files which support them when opened their full length, permitting examination of entire contents. The drop front is a distinct and patented feature of this file and gives a greater capacity than any file of same size in the market. Filing capacity (from front to back inside)  $9\frac{3}{4}$  inches. The unit will accommodate about 7,000 letters with folders and guides. A flat key lock with two keys, locking into partition at right side (see illustration page 44) will be fitted to any files wanted at an extra cost of 50 cents each. Shipping weight about 70 pounds.

No. 1701 V. L. Unit. - Same as No. 1301, except deeper, its filing capacity being 14 inches for each file. The unit will accommodate about 10,000 letters with folders and guides. Prices given do not include guides, folders or labels (see supplementary price list in back of catalog). Shipping weight about 100 pounds.

> FINISH—See page 5

Subject to terms on page 3





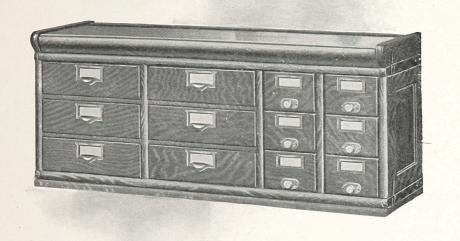
### PANEL - END V. L. UNITS

No. 2501 V. L. Unit.—Same as No. 1701 except deeper, its filing capacity being 21 inches for each file. The unit will accommodate about 15,000 letters with folders and guides. Prices given do not include labels, folders or guides (see supplementary price list in back of catalogue). Shipping weight about 135 pounds.

### CARD FILES IN V. L. UNITS

As Card Index Files are used extensively in connection with the Vertical Files we have arranged to furnish a case containing six of same size as used in the 1301 C. I. 35 Unit, to occupy the space of a single Vertical File in any of the V. L. Units, as illustrated below. These six Card Files have a capacity of 6,600 light, 4,800 medium, or 3,900 heavy weight cards. This case of six Card Index Files will be furnished in 299, 298 or 297 grade for \$8.00 net, or in 598 grade for \$10.00 net; or, we will substitute this case of Card Files for a Vertical File in any of the V. L. Units ordered, for \$4.00 net for 299, 298 or 297 grade, or \$6.00 net for 598 grade, added to price of V. L. Unit ordered.





### **GLOBE-WERNICKE**

# "ELASTIC" CABINET COMBINATIONS

On this, and the following pages are given illustrations of various combinations of "Elastic" Cabinet Units, showing the possibilities in the way of extent, arrangement and variety of which the Globe-Wernicke "Elastic" system is capable. The above shows the small beginning that can be made by combining with a single unit of any of the devices shown, a top and base unit, thus forming a complete cabinet capable of additions as wanted. This cabinet as shown comprises the following:

1 No. 1301 X. Top Unit . . See page 13 1 " 1301 L. & C. I. Unit . " " 26 1 " 1301 F. Base Unit . " " 13



Above combination shows No. 2501 Units below and No. 1701 Units above, including in the latter the No. 1701 C. I. One Row 35 Unit. It is made up of the following:

1	No.	1.7.01	X. Top U	nit .		See	page	13
1	6-6	1701	C. J. One	Row 3	5 Unit	41	4.6	24
1	11	1701	V. L. Unit			11.	4.6	37
			V. L. Unit				"	38
1	ii.	2501	B. D. Uni	t	. 7.	4.4	111	31
			L. Base L					14



This cabinet, made up of Nos. 1301 and 1701 Units, illustrates particularly how a high base unit in one section may be used at the side of a low base and one other unit in an adjoining section. This cabinet is made up as follows:

Left Section.				Right Section.	
1 No. 1301 X. Top Unit, S	ee page 13	1 N	lo. 1301	X. Top Unit, See	e page 13
	" " 35	1	" 1301	T. C. " "	" 35
100111.1.	" " 32	1	" 1301	P. H. " "	" 34
1 " 1301 S. S. "	" " 21	1	" 1301	S. S. " " "	" 21
1 " 1301 L. & C. I. Unit	" " 26	1	" 1301	C. D. "" "	" 34
1 " 1701 W. D. Base "	" " 17	1 '	" 1701	L. B. X. Unit "	" 30-
		1 '	" 1701	L. D. Base " . "	. " 14



To make a finished appearance it is not necessary to have the tiers of units of equal height, as is plainly shown in the above illustration. This cabinet comprises the following units:

Left Section.  1 No. 1301 X. Top Unit, Se  1 " 1301 D. F. " "  1 " 1301 L. & C. I. " "  1 " 1301 S. S. " "  1 " 1301 C. D. " "	e page 13 1 No. 1301 " 28 1 " 1301 " 26 1 " 1701 " 21 1 " 1701	Right Section.  X. Top Unit, See page 13 R. F. " " 32 L. B. X. " " 30 L. D. Base Unit " 14
1 " 1701 H. C. Base Unit"	" 15	







GLOBE-WERNICKE UPRIGHT UNIT CABINETS.

This is a distinct departure in the filing cabinet line, and one that possesses many advantages for certain devices. Each unit is complete in itself, including both top and base. In many filing devices, notably the vertical file, it is desirable to have the cabinets of a uniform and fixed height for convenient reference, so that such extensions as are made must be horizontal extensions.



The Upright Unit Cabinets cannot be extended vertically, but are unlimited as to horizontal extensions. The units are fastened securely together by means of small bolts running through the sides near top and bottom. The sides of units are paneled, and either singly or in combination, form handsome and convenient cabinets. Made in 299, 298 or 297 and 598 grades (see page 5).



### UPRIGHT V. L. UNIT.

Fitted with three Vertical Files, designed for filing letters on edge in folders and between indexed guides. The files, or drawers, operate on extension slides which support them when opened their full length, permitting examination of entire contents. These slides are under the files, dispensing with the heavy sides, and permitting the fingering of papers from the sides. The drop front is a distinct and patented feature and gives it greater capacity than any file of same

size in the market. A flat key lock with two keys, locking into partition at right side (see illustration), will be fitted to any files wanted at an extra cost of 50 cents each. The files measure inside, 11% inches high by 12 inches wide, and have a capacity from front to back of 21 inches. The unit will accommodate about 15,000 letters with folders and guides. It will interlock with other upright units herein described. Outside dimensions of unit 48% inches high, 14½ inches wide, 25¼ inches deep. Shipping weight about 150 pounds.

NOTE—Six file Card Index Case can be substituted for Vertical File in the above unit, same as for the "Elastic" V. L. Units, as described and priced on page 38.



FINISH—See page 5 299, 298 or 297 598

Net price, freight paid, without folders or guides . . . . . \$22.00 \$32.00 Subject to terms on page 3

For prices on folders and guides see supplementary price list in back of catalog.



### UPRIGHT V. C. UNIT.

Fitted with three Vertical Files, for holding cap size papers, and operating on extension slides, and in detail construction the same as the V. L. Unit on previous page. The files measure inside 11½ inches high by 14½ inches wide, and have a capacity from front to back of 21 inches. The unit will accommodate about 15,000 papers with folders and guides. Will interlock with other upright units herein described. A flat key lock with two keys, locking into partition at right side (see illustration page 44), will be fitted to any files wanted at an extra cost of 50 cents each. Outside dimensions of unit 48¾ inches high, 17 inches wide, 25¼ inches deep. Shipping weight about 165 pounds.

FINISH—See page 5
299, 298 or 297 598

Net price, freight paid, without folders or guides . . . \$25.00 \$35.00

For prices on folders and guides see supplementary price list in back of catalog.

Subject to terms on page 3



### UPRIGHT V. B. UNIT.

Fitted with four Vertical Files operating on extension slides, and the same in detail construction as the upright units on previous pages. Files measure inside  $8\frac{3}{8}$  inches high by  $9\frac{1}{2}$  inches wide, and have a capacity from front to back of 21 inches. The unit will accommodate about 20,000 papers, with folders and guides, and will interlock with other upright units herein described. This file is especially adapted to holding bills, mercantile reports and credit information. A flat key lock with two keys, locking into partition at right side (see illustration page 44), will be fitted to any files wanted at an extra cost of 50 cents each. Outside dimensions of unit  $48\frac{3}{8}$  inches high, 12 inches wide,  $25\frac{1}{4}$  inches deep. Shipping weight about 140 pounds.



FINISH—See page 5 299, 298 or 297 598 . . . \$25.00 \$34.00

Net price, freight paid, without folders or guides . . . . . \$25.00 Subject to terms on page 3

For prices on folders and guides see supplementary price list in back of catalog.



### UPRIGHT V. R. UNIT.

Fitted with three Vertical Files operating on extension slides, and the same in detail construction as the upright units on previous pages. Files measure inside 115% inches high by 9½ inches wide, and have a capacity of 21 inches each, making a total filing capacity of 63 inches, accommodating between 15,000 and 20,000 papers or cards 11 inches high, 8¾ inches wide. It will interlock with other upright units. Extensively used by underwriting agencies for filing cards in lieu of using policy registers, the forms and endorsements being attached to the reverse side of the cards, which are filed between alphabetical guides, indexing the name of assured. A flat key lock with two keys, locking into partition at right side (see illustration page 44), will be fitted to any files wanted at an extra cost of 50 cents each. Outside dimensions of unit 48% inches high, 12 inches wide, 25¼ inches deep. Shipping weight about 150 pounds.

Made only in 299 grade (see page 5).

Net price, freight paid, without cards or guides . . . \$22.00 Subject to terms on page 3

For prices of guides see supplementary price list in back of catalog.



### GLOBE SINGLE VERTICAL FILE.

A handsome and substantial Vertical Filing Cabinet of quartered oak that is absolutely dust-proof, and provided with a flat key locking device to protect contents. The top is made up of two hinged covers, that drop flat against the sides of the case when open. Has same style of follower device as the regular Vertical File Units.

#### DIMENSIONS

			High.	Wide.		eep.
Outside			12½ inches.	$13\frac{1}{4}$ inches.	18	inches
Inside.			10½ "	11 1 5 "	163/4	"

Made in 299 grade only (see page 5).

Shipping weight, 40 pounds.

Net price, without folders or guides . . \$5.50 Subject to terms on page 3

For prices of folders and guides see supplementary price list in back of catalogue.

### GLOBE CARD INDEX CABINETS



SOLID CONSTRUCTION.

Made up of Nos. 35, 46 and 58 Card Index Files, for holding cards measuring 3 x 5 inch, 4 x 6 inch and 5 x 8 inch respectively, as illustrated on the following pages. The files in these cabinets are known as Single-drawers, i. e., for holding a single row of cards, excepting in the last group (pages 56-57) which are the No. 35 Double-drawers, for holding two rows of cards, and operating on extension slides.

The files in these cabinets will be furnished without rods for holding cards in drawer, at a reduction in price of 20 cents for each rod omitted. For description of Rods see page 23.

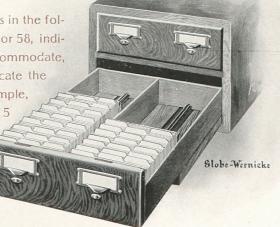
Patent rod locking arrangement, including the attachment of a Yale lock with key, can be had on the round rod, if desired, at an additional cost of 50 cents per rod. With this attachment the cards can be consulted as readily as without it, but they cannot be removed, nor can other cards be placed in the file without the use of the key. This device can be used upon either the single or double file drawers, and in the latter a single lock will fasten and release both rods. The Duplex rod is not furnished with locking device.

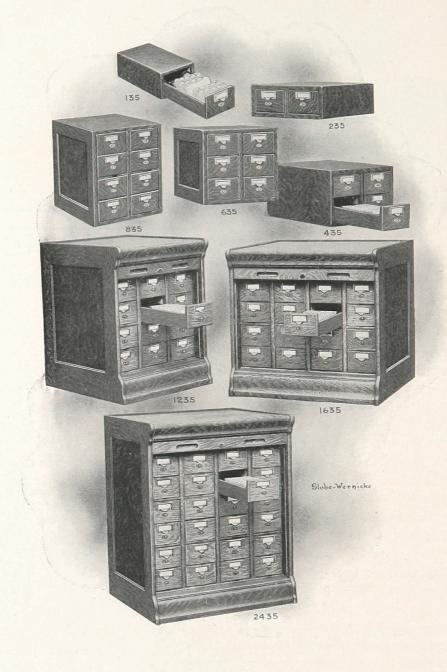
For additional information and prices of record and guide cards, see catalogue No. 904. A condensed price list of record and guide cards is given in supplementary price list in back of this catalogue.

In numbering Card Index Cabinets in the following pages the final numbers 35, 46 or 58, indicate the size of cards the files will accommodate, while the numbers preceding these indicate the number of files in the cabinet. For example, No. 1635 contains 16 files for holding 3 x 5 inch cards. In the Double - drawer Cabinets the letter D is added to

Card Index Cabinets are furnished in 299 and

the number to distinguish them from the Single-drawer Cabinets.





NO. 35 SINGLE-DRAWER

CARD INDEX CABINETS.

# No. 35 SINGLE-DRAWER CARD INDEX CABINETS

### FOR HOLDING 3 x 5 INCH CARDS

(See opposite page.)

Nos. 1235, 1635 and 2435 Cabinets made in both Regular and Roll Front; balance in Regular only.

Out	Sh	ipping				
No. High.	Wide.	Deep.	Card	Capacity.	W	eight.
135—In Jacket $4\frac{3}{4}$ in	$6\frac{7}{8}$ in.	13½ in.	10	inches.	10	pounds.
235 – Regular 51/4 "	14 "	177/8 "	283/4	"	25	"
435—Regular 9½ "	14 "	177/8 "	57½	"	35	-11
635 – Regular 13 "	14 "	177/8 "	861/4	"	40	"
835—Regular 171/8 "	14 "	171/8 "	115	"	55	"
1235—Regular 223/8 "	203/4 "	181/2 "	1621/2	"	100	"
1235—Roll Front 261/8 "	203/4 "	227/8 "	162 1/2	1.1	125	"
1635—Regular 223/8 "	273/8 "	181/2 "	230	u	130	"
1635—Roll Front 261/8 "	273/8 "	227/8 "	230	"	150	"
<b>24</b> 35—Regular 303/8 "	273/8 "	18½ "-	325	- 11	170	66
2435—Roll Front 34 % "	273/8 "	227/8 "	325	"	200	"
Single Files only 33/4 "	57/8 "	165/8."	143/8		6	46

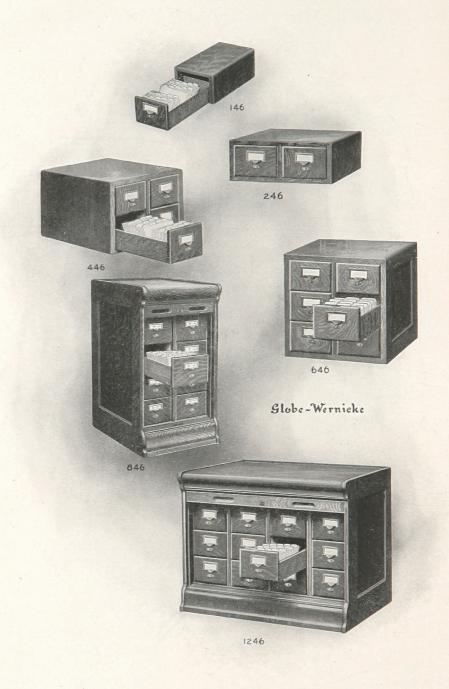
### NET PRICES, FREIGHT PAID,

### Subject to terms on page 3

	C	ard Capacity	/.	FINISH—See	page 5
No.	Light.	Medium.	Heavy.	299	598
135—In Jacket		800	650	\$ 2.00	\$ 3.00
235—Regular	3,150	2,300	1,850	4.00	5.50
435—Regular	6,300	4,600	3,700	7.00	9.00
Above with locking	device-	-see page 10	)	. 10.00	12.00
635—Regular	9,450	6,900	5,550	9.50	12.00
Above with locking	device-	-see page 10	0	. 13.50	16.00
835—Regular	12,600	9,200	7,400	12.00	16.00
Above with locking	device-	-see page 10	)	. 17.00	21.00
1235—Regular	18,900	13,800	11,100	19.00	25.00
1235—Roll Front	18,900	13,800	11,100	23.00	30.00
1635—Regular	25,200	18,400	14,800	25.00	32.00
1635—Roll Front		18,400	14,800	30.00	38.00
2435 – Regular	37,800	27,600	22,200	38.00	46.00
2435—Roll Front	37,800	27,600	22,200	45.00	55.00
Single File only	1,575	1,150	925	1.00	1.50

For files without rods deduct 20 cents each.

For condensed price list of Record and Guide Cards, see supplementary price list in back of catalogue.



NO. 46 SINGLE-DRAWER

CARD INDEX CABINETS.

# No. 46 SINGLE-DRAWER CARD INDEX CABINETS

## FOR HOLDING 4x6 INCH CARDS

(See opposite page.)

Nos. 846 and 1246 Cabinets made in both Regular and Roll Front; balance in Regular only.

0		oping				
No. High	. Wide.	Deep.	Card	Capacity	we	ight.
146—In Jacket 57/8	in. $7\frac{7}{8}$ in	. 13½ in.	10	inches.	10 p	ounds.
246 Regular 61/4	" 16 "	177/8 "	283/4	**	30	44
446—Regular 11½		171/8 "	57½	"	40	"
646 – Regular 16		177/8 "	861/4	44	55	
846—Regular 263/8		18½ "	115	4.1	85	6.6
846—Roll Front 301/8		227/8 "	115		105	4.4
1246—Regular 21 <sup>1</sup> / <sub>4</sub>		181/2 "	1621/2	4.	130	6.6
1246—Roll Front 25		227/8 "	162 1/2	**	150	"
Single File only $4\frac{3}{4}$		165/8 "	143/8	"	8	"

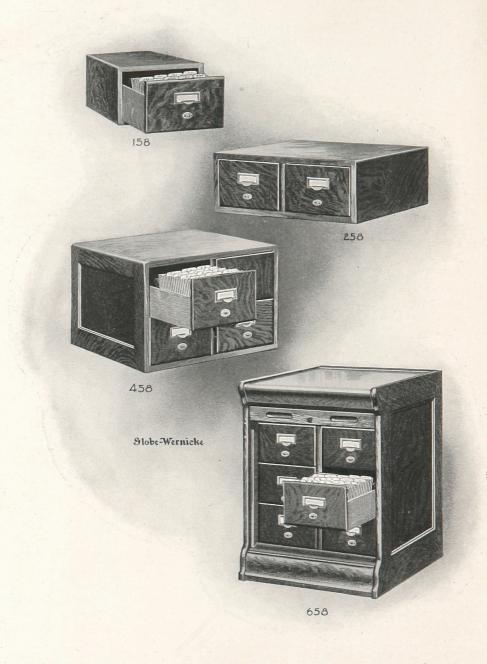
### NET PRICES, FREIGHT PAID,

### Subject to terms on page 3

	Ca	ard Capacity		FINISH—See	e page 5
No.	Light.	Medium.	Heavy.	299	598
146—In Jacket	1,100	800	650	\$ 3.00	\$ 4.00
246—Regular	3,150	2,300	1,850	5.50	7.00
446—Regular	6,300	4,600	3,700	9.00	12.00
Above with locking	device-	-see page 10		. 12.00	15.00
646—Regular	9,450	6,900	5,550	12.00	16.00
Above with locking	device-	-see page 10	)	. 16.00	20.00
846—Regular	12,600	9,200	7,400	16.00	21.00
846—Roll Front	12,600	9,200	7,400	20.00	26.00
1246—Regular	18,900	13,800	11,100	25.00	32.00
1246—Roll Front	18,900	13,800	11,100	30.00	38.00
Single File only	1,575	1,150	925	1.25	2.00

For files without rods deduct 20 cents each.

For condensed price list of Record and Guide Cards, see supplementary price list in back of catalogue.



NO. 58 SINGLE-DRAWER

CARD INDEX CABINETS.

# No. 58 SINGLE-DRAWER CARD INDEX CABINETS

### FOR HOLDING 5 x 8 INCH CARDS

(See opposite page.)

No. 658 Cabinet made in both Regular and Roll Front; balance in Regular only.

No. High.	de Dimen Wide.	Deep.	Card Capacity.	Shipping weight. 15 pounds.
158—In Jacket 634 in. 258—Regular 714 "	9½ in. 20 "	13½ in. 17½ "	283/4 "	35 "
458—Regular 13½ "	20 "	177/8 "	57½ " 861/ "	60 "
658—Regular 24½ " 658—Roll Front 28 "	201/8 "	18½ "	86½ " 86¼ "	110 "
Single File only 53/4 "	87/8 "	165/8 "	143/8 "	10 "

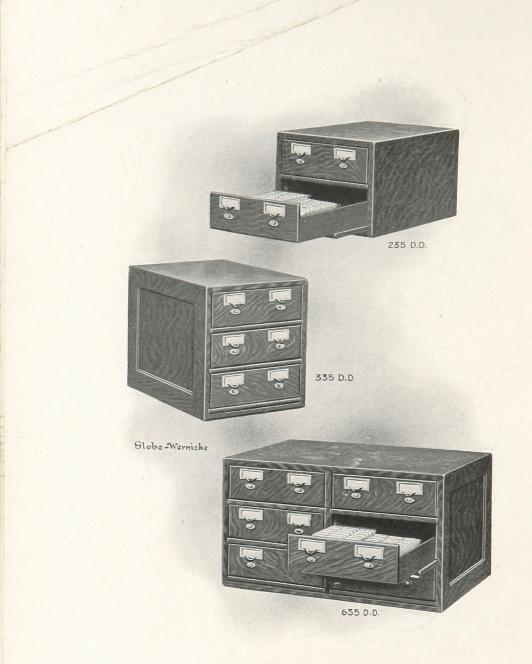
## NET PRICES, FREIGHT PAID,

### Subject to terms on page 3

C	ard Capacity		FINISH—See	e page 5
No. Light.	Medium.	Heavy.	299	598
158—In Jacket 1,100	800	650	\$ 3.75	\$ 5.00
258—Regular 3,150	2,300	1,850	6.00	8.50
458—Regular 6,300	4,600	3,700	11.00	15.00
Above with locking device—	see page 10		. 15.00	19.00
658—Regular 9,450	6,900	5,550	16.00	21.00
658—Roll Front 9,450	6,900	5,550		27.00
Single File only 1,575	1,150	925	1.75	2.50

For files without rods deduct 20 cents each.

For condensed price list of Record and Guide Cards, see supplementary price list in back of catalogue.



NO. 35 DOUBLE-DRAWER

CARD INDEX CABINETS.

# \*No. 35 DOUBLE-DRAWER CARD INDEX CABINETS

### FOR HOLDING 3 x 5 INCH CARDS

(See opposite page.)

Made in Regular (not Roll Front) only.

	Shipping				
No.	High.	Wide.	Deep.	Card Capacity.	weight.
235-D - Regular	. 10½ in.	12 % in.	17% in.	57½ inches.	30 pounds.
335-D—Regular	. 141/2 "	127/8 "	177/8 "	861/4 "	50 "
635-D—Regular	. 14½ "	25 "	177/8 "	1721/2 "	90 "

### NET PRICES, FREIGHT PAID,

### Subject to terms on page 3

	Card Capacity.			FINISH—See	e page 5
No.	Light.	Medium.	Heavy.	299	598
235-D—Regular	6,325	4,600	3,750	\$10.00	\$14.00
335-D—Regular	9,500	6,900	5,600	14.00	19.00
635-D—Regular	19,000	13,800	11,200	27.00	34.00

For files without rods deduct 20 cents for each rod.

For condensed price list of Record and Guide Cards, see supplementary price list in back of catalogue.



# CARD INDEX DESK DRAWER TRAY.

Made in 299 guide only (see page 5), and designed for use in desk drawers. For this reason they are not fitted with rod. Made in three lengths, 9, 10 and 11 inch, to accommodate cards  $3 \times 5$  inches. The 10 inch is also made in larger size to accommodate cards  $4 \times 6$  inches. Shipping weight 6 to 9 pounds.

	Outsi	Outside Dimensions.			Card Capacity.		
0:16.6	High.	Wide.			Medium.		
9 inch for 3 x 5 card	$3_{\overline{16}}^{5}$ in.	57/8 in.			540		
10 " " " "	$3_{\overline{16}}$ "	57/8 "	10 "	850	620	505	
11 " " " "	$3\frac{5}{16}$ "	57/8 "	11 "	960	700	570	
10 " " 4 x 6 card	$ 4\frac{5}{16}$	67/8 "	10 "	850	620	505	

Net price of either 9, 10 or 11 inch for 3 x 5 inch card, without cards, 75 cents.

Net price of 10 inch for 4 x 6 inch card, without cards, \$1.00

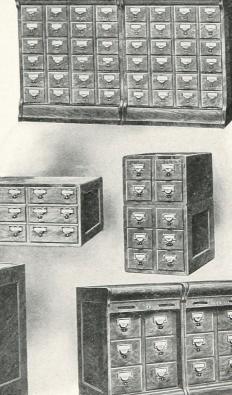
Subject to terms on page 3

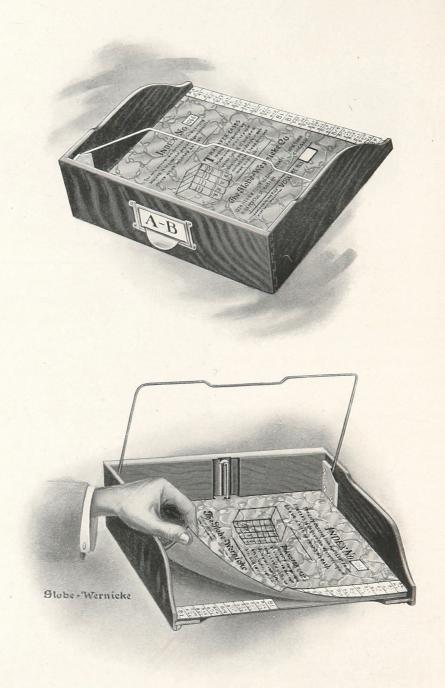
See condensed price list of Record and Guide Cards in back of catalogue.



In the construction of our Card Index Cabinets, as well as other solid cabinets, we have made flush sides (without projections so that the cabinets can be placed one against another without waste of space. In this manner two or more cabinets can be placed side by side to secure greater capacity, and by thus using in multiples the Card Index Cabinets shown in the previous pages practically any capacity wanted can be secured.

Slobe-Wernicke





THE GLOBE LETTER FILE.

## THE GLOBE LETTER FILE

Consists of a hardwood drawer without a back to permit the easy handling of contents. It is substantially made with dove-tailed corners and handsomely finished. Attached within a recess inside of the drawer, at the front, is a metal groove into which slides the metal device holding the leaves of the index.

This index, with its contents, is held down by an automatic spring compressor ingeniously attached to the drawer within a metal housing, as illustrated, leaving entire space within the drawer unobstructed. The pressure from this spring is direct and positive, increasing as the drawer, or file, becomes filled. This spring is easily raised, or thrown back, releasing the pressure so that ready access can be had to the contents of the file.

Attached to the bottom of the file is a sheet properly ruled and printed for recording dates of transfer and numbers of cases to which contents of file are transferred whenever it becomes filled. To the front of the file is attached a combined label-holder and pull.

The Globe Letter File is the result of years of experience in manufacturing and using letter files combined with a careful study of all requirements and improvements in this line, and wherever letter files are used the Globe is recognized as having no superior and as being the nearest approach to absolute perfection that has yet been made.

For detailed information about indexes, labels, transfer cases, etc., used in the Globe Letter Files, see Catalogue No. 904.

#### THE GLOBE LETTER FILING CABINET

comprises any number of files, assembled in a handsomely finished hardwood case provided for them; the files arranged in systematic order and labeled on outside to indicate the contents of each; the entire combination being practically a single huge file properly arranged and embracing hundreds, or thousands of subdivisions. In such a cabinet papers can be filed so that reference to any single paper filed among thousands of others is no more difficult than finding a name in the city directory.

Where desired, cabinets will be fitted with regular drawers (with four full sides) in place of files, at a reduction of 15 cents per opening. Inside dimensions of drawers  $11\frac{7}{8}$  inches wide,  $10\frac{1}{2}$  inches deep, 3 inches high.

Net price of Files only, without indexes or labels, 299 grade, \$1.00 each. 598 grade, \$1.50 each.

For price of indexes and labels see supplementary price list in back of catalogue.



## THE SUSPENDING DEVICE

The accompanying illustration shows the convenience and desirability of the Suspending Device in operation. This device, which may be fitted to Letter Files or Document Files, is an ingenious contrivance that catches the file under the bottom, permitting it to drop down as shown, holding it in that position for convenient reference to contents. This does not, however, prevent entire withdrawal of file. By raising it slightly as it is drawn out, the file passes over the catch, enabling it to be taken from the cabinet. The Suspending Device may be fitted to any files in a cabinet wanted.

Net price of Suspending Device, per file 20 cents.

### GLOBE TWO FILE LETTER CABINET



Slobe - Wernicke

With or without locking strip (see six file cabinet)
Made in 299 and 598 grades—see page 5.

Outside Dimensions. 9½ in. high, 14½ in. wide, 12½ in. deep.

Shipping weight, . . 25 pounds.

		FINISH—See	page 5
		299	598
Net price, freight paid, w	vithout indexes or labels,	Regular \$4.50	\$7.00
			8.00
	Subject to terms on pa	age 3	

For prices of indexes and labels for above cabinet, see supplementary price list in back of catalogue.

Suspending device (see page 62) per file, extra 20 cents.

For plain drawers in place of files, deduct per opening 15 cents.

### GLOBE FOUR FILE LETTER CABINET

With or without Locking Strip (see six file cabinet). Made in 299 and 598 grades—see page 5.

Outside Dimension.

18 in. high,  $14\frac{1}{8}$  in. wide,  $12\frac{7}{8}$  in. deep.

Shipping weight, 45 pounds.

Net price, freight paid, without indexes or labels,



Slobe-Wernicke

For prices of indexes and labels for above cabinet, see supplementary price list in back of catalogue.

Suspending device (see page 62) per file, extra 20 cents.

For plain drawers in place of files, deduct per opening 15 cents.



### GLOBE SIX FILE LETTER CABINET

With or without locking strip—illustration shows locking strip.

Made in 299 and 598 grades—see page 5.

		Outside Dimensions.			Shipping	
		High.	Wide.	Deep.	weight.	
Regular			27½ in.	127/8 in.	60 pounds.	
Locking Strip		133/4 "	271/2 "	127/8 "	60 "	
				FINISH-	See page 5	
				299	598	
Net price, freight paid, wi	thout in	idexes or la	bels, Regula	r \$11.0	00 \$15.00	
				trip . 13.0	00 17.00	
	Subjec	ct to terms	on page 3			

For prices of indexes and labels for above cabinet see supplementary price list in back of catalogue.



### GLOBE TWELVE FILE LETTER CABINET

With or without Roll Front. Made in 299 and 598 grades—see page 5.

Regular	High. 313/4 in.	wide Dimensi Wide. 275% in. 275% "	ons.  Deep.  13½ in.  17½ "	W	pping eight. oounds.
			FINISH 29		page 5 598
Net price, freight paid, without i	"	" Roll F	ar \$18 ront . 25		\$26.00 35.00
Subje	ect to terms	on page 3			

For prices of indexes and labels for above cabinet see supplementary price list in back of catalogue.



## GLOBE FIFTEEN FILE LETTER CABINET

With or without Roll Front. Made in 299 and 598 grades—see page 5.

Regular	High. 76½ in.	Wide. 15 in. 15 "	Deep. 137 <sub>8</sub> in. 181 <sub>4</sub> "	Shipping weight. 190 pounds. 230 "
		' Roll Fr	29 ar \$25	.00 \$35.00

For prices of indexes and labels for above cabinet see supplementary price list in back of catalogue.



### GLOBE EIGHTEEN FILE LETTER CABINET

With Roll Front only and in 299 and 598 grades—see page 5. Eighteen File Cabinet without Roll Front can be secured in the "Elastic" Cabinet System by combining two No. 1301 L. F. Units (see page 22) with top and base.

	Outside Dimensions.			Shipping
	High.	Wide.	Deep.	weight.
Roll Front	$35\frac{1}{2}$ in.	41 in.	17% in.	215 pounds.
			FINIS	H—See page 5
			29	99 598
Net price, freight paid, without ind	lexes or lab	els	\$35	5.00 \$50.00
	to terms of			

For prices of indexes and labels for above cabinet, see supplementary price list in back of catalogue.

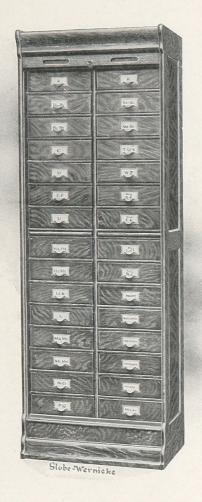


# GLOBE TWENTY-FOUR FILE LETTER CABINET

With Roll Front only and in 299 and 598 grades see page 5. A cabinet of approximately this capacity without Roll Front can be secured in our "Elastic" Cabinet System (see page 22 for No. 1301 L. F. Units).

	Outs	side Dimer	Shipping	
	High.	Wide.	Deep.	weight.
Roll Front	44 in.	41 in.	17% in.	280 pounds.
			FINISI	H—See page 5
			29	9 598
Net price, freight paid, without index			\$50	.00 \$70.00
Subject to	o terms c	n page 3		

For prices of indexes and labels for above cabinet, see supplementary price list in back of catalogue.



### GLOBE THIRTY FILE LETTER CABINET

With or without Roll Front. Made in 299 and 598 grades—see page 5.

	Outs	Outside Dimensions.			
	High.	Wide.	Deep.	weigh	nt.
Regular	76½ in.	283/8 in.	13% in.	300 po	unds.
Roll Front		283/8 "	181/4 "	360	41
			FINISI 29	H—See pa	age 5 598
Net price, freight paid, without	indexes or l	abels, Regul	lar \$40	0.00 \$5	55.00
u u u u	"	" Roll I	Front . 54	1.00	75.00
Sub	ject to terms	on page 3			

For prices of indexes and labels for above cabinet see supplementary price list in back of catalogue.



# GLOBE FORTY-FIVE FILE LETTER CABINET

With Roll Front only and in 299 and 598 grades—see page 5. Forty-five File Cabinet without Roll Front can be secured in the "Elastic" Cabinet System by combining five No. 1301 L. F. Units (see page 22) with top and base.

	Out	Suithbuig		
Roll Front	High. 797/8 in.	Wide. 41¾ in.	Deep. 18¼ in.	weight. 540 pounds.
N			FINISH 299	H—See page 5
Net price, freight paid, without	indexes or I	abels	\$80.0	0 \$110.00

For prices of indexes and labels for above cabinet, see supplementary price list in back of catalogue.

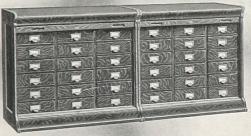
Subject to terms on page 3

## SUGGESTIONS.

As with the Card Index Cabinets, intermediate or larger capacities in Letter File Cabinets can be secured by placing side by side combinations of the different size cabinets, as here illustrated.













# THREE FILE COLUMBIA CABINET.

Fitted with double arch files with compressor covers, same as illustrated and described below. The Columbia Cabinet of solid construction is made only in this size, without Roll Front, and in 299 grade (see page 5). Larger capacities can be secured in the Unit System (see page 27).

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Outside dimensions, 13 inches high, 111/8 inches wide, 177/8 inches deep.

Shipping weight, 35 pounds.

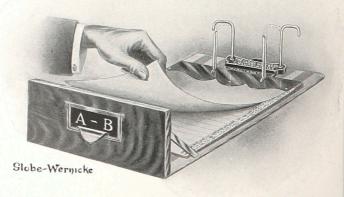
For prices of indexes and labels for above cabinet see supplementary price list in back of catalogue.

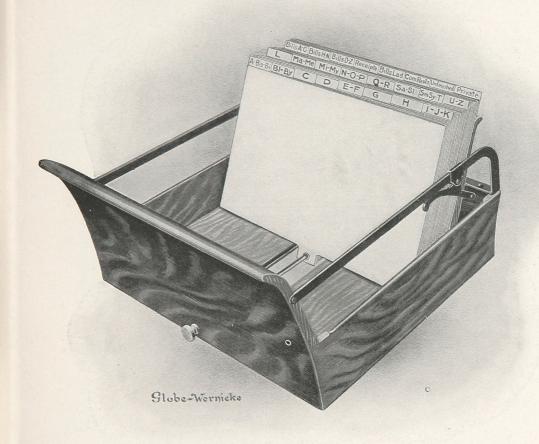
For plain drawers in place of files, deduct per opening 15 cents.

## THE COLUMBIA ARCH LETTER FILE

consists of a double arch, the front columns of which are stationary, the arches being movable, opening outward, and opening and closing simultaneously. The mechanism by which this movement is secured is strong, durable and simple, and is warranted not to get out of order.

For special information about indexes and supplies used in this file, see Catalogue No. 904.





## GLOBE DISTRIBUTOR FILE.

While designed primarily for a letter file distributor, this file is adapted to many other purposes. Fitted with daily and monthly partitions, it makes a superior tickler. As a desk file it has no equal. Partitions indexed alphabetically, numerically, geographically, or to suit any special requirements, can be furnished for the above. Will accommodate papers 11% inches wide by 9% inches high and smaller. Made in 299 and 598 grades (see page 5).

Outside dimensions, 7 inches high, 123/4 inches wide, 163/4 inches deep.

Shipping weight, 25 pounds.

	FINISH—See	page 5
	299	598
Net price, freight paid, without partitions	\$4.50	\$6.00



No. 2 BASE.

# GLOBE CUPBOARD BASES.

Made in 299 and 598 grades (see page 5), fitted with removable horizontal shelves, and the No. 3 with perpendicular partitions through center.

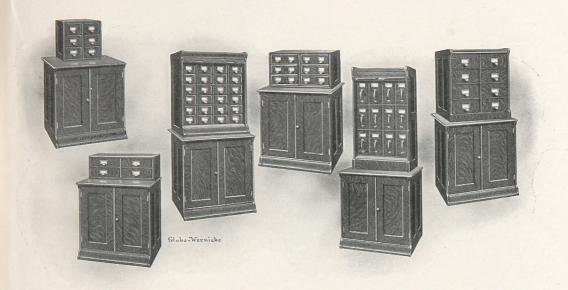
Adapted to a great variety of uses —see next page.

O	utside Dimensior	ns.	Shipping
High 30¾ inches 30¾ "	Wide. 29½ inches. 43½ "	Deep. 28½ inches. 28½ "	weight. 125 pounds.

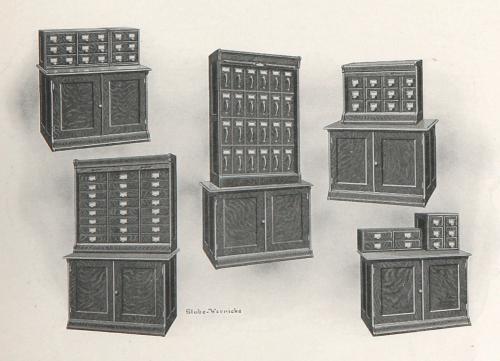
					FINISH—S	See page 5
Net price, freight	paid,	, No. 2,			299	598 \$33.00
	"	No. 3, ject to t			. 28.00	40.00



No. 3 BASE.

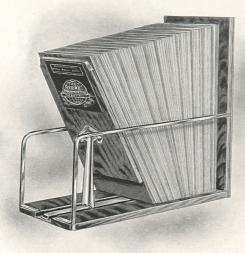


In determining the dimensions of these bases, especial attention was given to adapting them to use in connection with our various sizes and kinds of cabinets. The illustrations herewith show some of the possibilities in this direction. Illustration above shows Cabinets on No. 2 Base—the one below shows Cabinets on No. 3 Base.



## GLOBE DOCUMENT FILE, No. 2.

Patented Feb. 14, 1888.



Open.

For folded papers the GLOBE DOCU-MENT FILE in quality, appearance and adaptability to the purpose for which intended, is without a peer. Its action is easy and simple, the clamping device or compressor direct and positive, no springs or complicated mechanism to get out of order, and so thoroughly constructed that IT CANNOT BECOME INOPERATIVE THROUGH WEAR. The fronts are made of Quartered Oak, the bottoms and compressor boards of hardwood, the pulls and label-holders oxydized, and the interior fittings of plated metal. These cases are largely used in court houses and public buildings and are very popular for general business purposes. Furnished in 299 grade only (see page 5).

Outside dimensions of file, 12 inches long, 10½ inches high, 5 inches wide. Shipping weight about 350 pounds per 100 files.

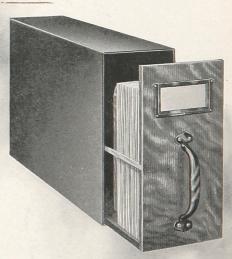
Net price, freight paid, per dozen with Jackets . . . \$12.00 Subject to terms on page 3

Jackets are made of heavy tarboard, re-inforced on edges and covered with black morocco paper.

Without Jackets \$1.80 less per dozen will be charged.

The files accommodate papers  $9\frac{7}{8}$  by  $4\frac{1}{2}$  inches.

Globe Document Files are built in stock cabinets with Roll Fronts in 299 grade only (see page 5) containing 12, 24, 36 and 48 files, as described in the following pages.



Globe Document File with Tarboard Jacket.

## THE SUSPENDING DEVICE

Illustrated and described on page 62, will be found a desirable attachment on files located three feet or over above the floor. It will be furnished on any files wanted at an additional net cost of 20 cents per file.



## TWELVE FILE DOCUMENT CABINET

Made with Roll Front only and in 299 grade—see page 5.

Outside dimensions,  $43\frac{5}{8}$  inches high,  $23\frac{3}{8}$  inches wide,  $18\frac{3}{4}$  inches deep.

Shipping weight, 165 pounds.

Net price, freight paid . . . . \$28.00 Subject to terms on page 3

Suspending device (see above) per file, extra 20 cents.



## TWENTY - FOUR FILE DOCUMENT CABINET

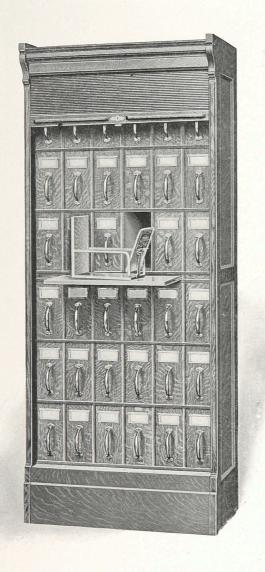
Made with Roll Front only and in 299 grade—see page 5.

Outside dimensions, 55 inches high, 34½ inches wide, 18¾ inches deep.

Shipping weight, 260 pounds.

Net price, freight paid . . . . . \$50.00 Subject to terms on page 3

Suspending device (see page 77) per file, extra 20 cents.



## THIRTY-SIX FILE DOCUMENT CABINET

Made with Roll Front only and in 299 grade—see page 5.

Outside dimensions, 84 inches high, 35½ inches wide, 19½ inches deep.

Shipping weight, 500 pounds.

Net price, freight paid . . . . . \$75.00 Subject to terms on page 3

Suspending device (see page 77) per file, extra 20 cents.



## FORTY - EIGHT FILE DOCUMENT CABINET

Made with Roll Front only and in 299 grade—see page 5.

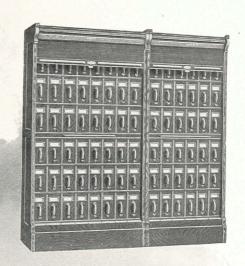
Outside dimensions, 84 inches high, 463/8 inches wide, 191/8 inches deep.

Shipping weight, 625 pounds.

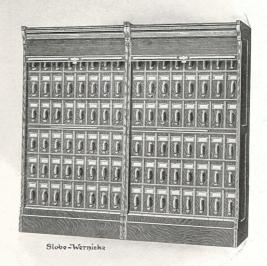
Net price, freight paid . . . . . \$100.00 Subject to terms on page 3

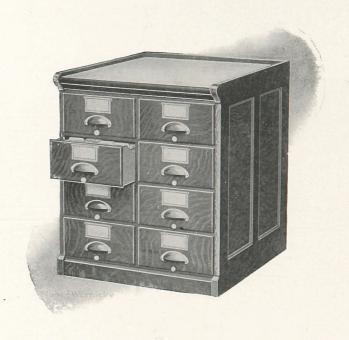
Suspending device (see page 77) per file, extra 20 cents.





Greater capacity in Document Cabinets can be secured by placing two or more of our stock cabinets side by side as suggested herewith. For Document Cabinets without Roll Front use D. F. Units in the "Elastic" Cabinet System (see page 28).





## THE GLOBE BANK CHECK FILE

Comprises a cabinet of drawers fitted with indexed or labeled adjustable partitions, sliding on rod in recessed bottom of drawer, between which partitions placed on edge, are filed cancelled checks, notes, etc.

The Globe Bank Check File saves vault space, insures quickness, convenience, and accuracy in distribution and reference. It is recognized as a great convenience, and used by nearly half the banks in the United States. The individual book-keeper appreciates its merit in placing before him, in well-arranged order, the thousands of checks of the bank's many customers.

#### DESCRIPTION.

Cabinet and drawers are made of quartered-oak, golden finish (grade 299). The interior of each drawer is arranged to contain forty adjustable pressboard partitions, held in place by a removable rod running through recessed bottom of drawer. On this rod, back of the partitions, is also run a follower or compressor, which clamps the rod automatically at any point desired, holding the partitions, with the checks between them, snugly together in an upright position. The partitions have a projection, or tab, at upper edge for indexing with subdivisions of

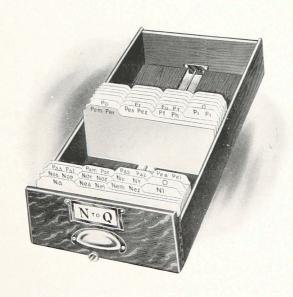
the alphabet or with complete names of principal depositors or "Actives." The drawers measure outside  $20\frac{1}{4} \times 9\frac{7}{8} \times 4\frac{15}{16}$  inches, and will accommodate checks  $9\frac{1}{4} \times 3\frac{7}{8}$  inches and smaller. The drawer-fronts are fitted with adjustable labelholders and pulls of antique-finished brass.

Check Files are also furnished in the Unit System—see page 36.

#### ARRANGEMENT.

If no list of depositors is furnished, twenty partitions in each drawer will be indexed with subdivisions of the alphabet, the other twenty being left blank for "Actives." To illustrate—in a six-drawer cabinet, containing 240 partitions, the alphabet would be subdivided through 120 of them, distributing 20 through each drawer, the other 120 being left blank and also distributed 20 to each drawer. The labels on front of drawers would indicate the indexed partitions contained therein. If a list of principal depositors is furnished, their names will be neatly copied on typewriter, attached to the blank partitions, and properly distributed between the indexed partitions, at a cost of one cent per name; or, if it is desired to have the names printed instead of typewritten, a charge will be made of 2 cents per name.

Net price of drawer, without partitions, . \$3.50 Subject to terms on page 3



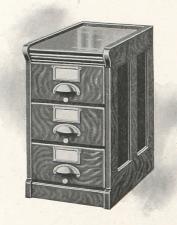


## TWO-DRAWER CHECK FILE CABINET

Furnished in 299 grade—see page 5. Outside dimensions 15½ inches high, 11½ inches wide, 22 inches deep. Shipping weight, 45 pounds.

Net price, freight paid, without partitions, . . \$10.00 Subject to terms on page 3

For prices of partitions, see supplementary price list in back of catalogue.



## THREE-DRAWER CHECK FILE CABINET

Furnished in 299 grade—see page 5. Outside dimensions 20¾ inches high, 115% inches wide, 22 inches deep. Shipping weight, 75 pounds.

Net price, freight paid, without partitions, . . \$13.00 Subject to terms on page 3



# FOUR - DRAWER CHECK FILE CABINET

Furnished in 299 grade — see page 5. Outside dimensions, 26½ inches high, 115% inches wide, 22 inches deep. Shipping weight, 85 pounds.

Net price, freight paid, without partitions, \$15.00 Subject to terms on page 3

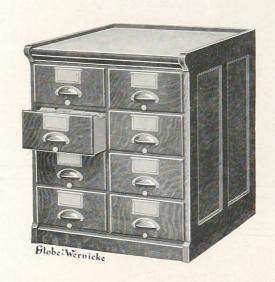
For prices of partitions, see supplementary price list in back of catalogue.

# SIX - DRAWER CHECK FILE CABINET

Furnished in 299 grade — see page 5. Outside dimensions, 39¾ inches high, 11⅓ inches wide, 22 inches deep. Shipping weight, 120 pounds.

Net price, freight paid, without partitions, \$20.00 Subject to terms on page 3

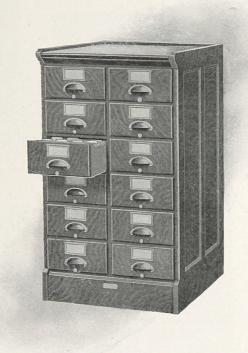




## EIGHT - DRAWER CHECK FILE CABINET

Furnished in 299 grade—see page 5. Outside dimensions 26¼ inches high, 22¾ inches wide, 22 inches deep. Shipping weight, 130 pounds.

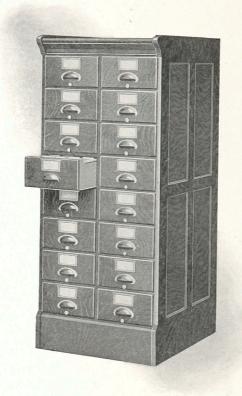
Net price, freight paid, without partitions, . . . \$25.00 Subject to terms on page 3



## TWELVE - DRAWER CHECK FILE CABINET

Furnished in 299 grade—see page 5. Outside dimensions 39% inches high, 22% inches wide, 22 inches deep. Shipping weight, 195 pounds.

Net price, freight paid, without partitions, . . . \$35.00 Subject to terms on page 3



## SIXTEEN - DRAWER CHECK FILE CABINET

Furnished in 299 grade—see page 5. Outside dimensions, 525/8 inches high, 223/8 inches wide, 22 inches deep. Shipping weight, 255 pounds.

Net price, freight paid, without partitions, . . . \$45.00 Subject to terms on page 3



GLOBE

MERCANTILE

REPORT CABINETS



SOLID CONSTRUCTION.



## \* MERCANTILE REPORT CABINETS.

The illustrations on previous page show but three sizes of cabinets and all Roll Front. They are made in the several sizes mentioned below and in both Regular and Roll Front. The Mercantile Report Cabinets are furnished only in Quartered Oak, but in two finishes, Antique (grade 298), Golden (grade 299), see page 5. The price is the same for either finish.

					Shipping						
				High	1.	Wic	de.	Dee	ep.	we	ight.
6	File.	Roll Front.		31½ in	ches,	21½ ir	iches,	203/8 in	nches,	145 p	ounds.
9	"	Regular		287/8	"	3116		163/4	"	170	"
9	"	Roll Front.		311/2	"	31 1 6	"	203/8	"	205	4.6
15	"	Regular		443/8	"	3116	"	163/4	"	250	"
15	"	Roll Front.		467/8	"	3116		203/8	"	290	"
24	"	Regular		517/8	66	41		163/4	1.1	350	- ((
24	"	Roll Front.		541/2	"	41	- 11	203/8	11	410	- 11
32	"	Roll Front.		74	"	41½	"	203/8	"	530	"

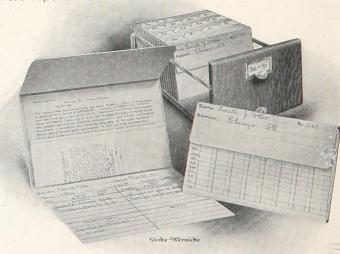
## Net prices, freight paid, without folders or guides,

6	File,	Roll Front,	arranged	12	files	wide,	3	files	high,		\$18.50
9		Regular,	" "	3		"			**		18.00
9		Roll Front,	05 11	3	"	"	3	"	"		24.00
15	"	Regular,		3		"	5	"	"		26.00
15		Roll Front,		3	"	"	5	"	11		33.00
24	"	Regular,	"	4	"	"	6		"		38.00
24		Roll Front,	"	4	"	"	6	4.6	"		46.00
32	44	Roll Front,		4	"	- "	8		"		58.00
				Sub	oject	to ter	m	s on	page	3	

#### FOLDERS AND GUIDES.

The folders in the Mercantile Report Files are made of heavy tag paper, and are carried in stock with printed form as shown. Special forms furnished to order. One folder is designed to hold all reports on one concern from agencies, banks or other sources. These reports are attached to inside of folder, one

over the other, by a drop of mucilage. Size of folders when closed,  $8\frac{1}{2} \times 5\frac{3}{4}$  inches. The guides, or partitions, are made of heavy document manila, with lettered or numbered tabs for alphabetical or numerical arrangement of folders, as may be wanted. For prices of folders and guides see supplementary price list in back of catalogue.



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PRINTED BY

The Globe-Wernicke Co.

DEPARTMENT G.

# Supplementary Price List

Supplies for Cabinets and Cabinet Units described in Catalogue No. 804. For additional information and detailed description of Supplies see Catalogue No. 904.

### THESE PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

#### LABELS.

No charge will be made for labels when supplied with cabinets.

Extra labels (for change or renewals) will be charged for at the rate of two cents each for stock labels and five cents each for special labels.

Postage will be added in all cases.

### LETTER FILE INDEXES.

Globe-Wernicke, letter size 15 cents each, cap size 20 cents each. Columbia, 10 cents each.

#### TRANSFER CASES.

Globe-Wernicke, letter size 20 cents each, cap size 25 cents each.
Columbia, letter size 30 cents each, cap size 35 cents each.
Vertical File Transfer Storage Case (shipped K. D.) letter size, \$1.00 each.

#### FOLDERS AND GUIDES.

No. 13 Folders for Mercantile Report Units, $8\%$ in. by $4\%$ in	\$6.00 per 1,000
No. 2 Folders for Mercantile Report Cabinets, 8½ in. by 5¾ in.	6.00 " "
Guides for Mercantile Report Units or Cabinets, per 100, blank 85c.	, indexed \$1.10

FOLDERS FOR VERTICAL FILE
No. 321—letter size, per 1,000, medium \$6.25 No. 331—heavy \$12.00
No. 322—cap size, per 1,000, medium 7.50 No. 332—heavy 15.00
No. 320—bill size, per 1,000, medium 5.75 No. 330—heavy 10.00
No. 451—letter size, per 1,000, medium, blank, no tab \$5.00
No. 371—colored, red or blue, heavy, with tab, per 1,000, \$12.00
No. 341—Indexed Folders for Vertical File, alphabetical, state or town, letter size,
heavy, per 1,000, \$14.00
No. 351—Bellows Folders, monthly, letter size only, each, 20 cents.
No. 361—Bellows Folders, vowel, letter size only, each, 10 cents.
TRANSFER FOLDERS FOR VERTICAL FILE

TRANSFER FOLDERS FOR	V	LIV	111	MI	IL	L		
No. 301—letter size, light weight, per 1,000	),							\$3.25
No. 302—cap size, light weight, per 1,000,								4.00
No. 300—bill size, light weight, per 1,000,								2.75

	MANII	LA GUID	ES FOR	R VERTIC	AL FILE	
7	No. 421-letter	size, per	100, bl	ank \$ .90	, indexed	\$1.15
	No. 451- "		44	" .90	), "	1.15
	No. 422—cap		66	" 1.25	, "	1.50

No.	420—bill	"	"	"	"	.80,	"	1.00
	PRESSBO	ARD	GU	IDES	FOR	VERTIC	CAL FILE	
No.	521-letter	size,	per	100,	blank	\$4.75,	indexed	\$5.00
No	522—cap	64	66	"	"	5.75,	44	6.00
NIa	FOO bill	66	66	44	66	125	66	150

Card Index Guides for Vertical Report File, per 100, indexed, \$5.00 Pressboard Guides are fitted with heavy metal eyelet for rod to run through.

#### PARTITIONS AND GUIDES.

Check File Partitions, per 100, blank \$1.75, indexed \$2.00

manila, . . . No. 1 quality, per 100, blank \$ .85, indexed \$1.10 heavy pressboard, No. 2 " " " 1.75, " 2.00

Distributor File Partitions, 8 cents each.

## CARD INDEX RECORD CARDS.

#### RULED STOCK

#### EXTRA GRADE (No. 1).

	NI- of Condo	
	No. of Cards	Price.
No.	per 100 lbs.	Blank. Ruled.
Size 3 x 5 in., for No. 35 Card Index Tray 1351 Thickness, 110 cards to one inch.		
1352 " 80 " " " .		2.10 2.40
1353 " 65 " " " .		2.45 2.75
		2.45 2.15
Size 4x6 in., for No. 46 Card Index Tray	4 4 0000 D 4 000	\$2.30 \$2.60
1461 Thickness, 110 cards to one inch 1462 " 80 " " " .	. 14,000 Per 1,000 9,500 "	3.15 3.45
1463 " 65 " " " .	9,000 "	3.65 3.95
1403		3.03
Size 5 x 8 in., for No. 58 Card Index Tray 1581 Thickness, 110 cards to one inch	. 8,200 Per 1,000	\$3.75 \$4.05
4=00	F 700 (/	5.25 5.55
1583 " 65 " " "	. 5,700 "	6.00 6.30
1505	. 3,300	0.00 0.50
STANDARD GRAI	DE (No. 2).	
Size 3 x 5 in., for No. 35 Card Index Tray	y is a sector of reference	
2351 Thickness, 110 cards to one inch.	. 21,000 Per 1,000	\$1.20 \$1.50
2352 " 80 " " " .	. 15,500 "	1.45 1.75
2353 " 65 " " "	. 13,000 "	1.65 1.95
Size 4 x 6 in., for No. 46 Card Index Tray	y: moosa alimpowiff	
2461 Thickness, 110 cards to one inch.		
2462 " 80 " " " .	. 9,500 "	2.05 2.35
2463 " 65 " " " .	. 9,000 "	2.40 2.70
Size 5 x 8 in., for No. 58 Card Index Tray	y:	
2581 Thickness, 110 cards to one inch.	8 200 Per 1 000	
2582 " 80 " " " .	5,700 "	3.35 3.65
2583 " 65 " " " .	. 5,500 "	3.90 4.20
C. G. GRADE	(No. 3)	A hope the low
3351 Size, $3 \times 5 - 100$ cards to one inch.	. 19,000 Per 1,000	\$1.10 \$1.40
3461 " 4x6-100 " " "	. 12,400 "	1.55 1.85
3581 " 5x8—100 " " " .	7,400 "	2.05 2.35
3 NO 100 1 NO 1795 / 909 29	HO FOR STRANGET	2.00 2.00
CARD INDEX GU	IDE CARDS	
CARD HADEA OC	TOL CARDO	
Heavy—40 d	eards to 1 in. Light—6	55 cards to 1 in
Color. No. 35 No.		No. 46 No. 58
Alphabetical, buff, per 100 \$ .85 \$1.		\$ .85 \$1.15
	30 .45 .20	.25 .35
A-Z (5) buff, per set		.08 .10
	25 13.45 4.75	6.00 9.25
Daily blue per set 30		

For detailed information and description of Card Index Supplies, see catalogue No. 904.

.38

.14

.12

.10

1.05

.60 1.05 .54

.18

.14

1.55

1.55

.85

.26

.10

.08

.05

.70

.40

.30

.12

.10

.08

.85

.48

.85

.40

.16

.15

.10

1.15

.65

1.15

.12

.10

.08

.85

.50

.85

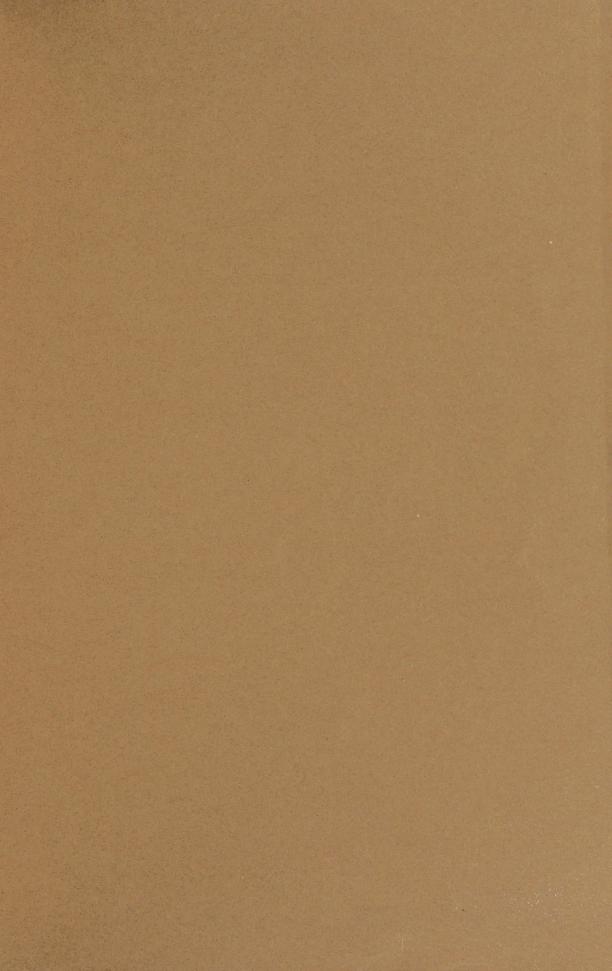
Daily, blue, per set

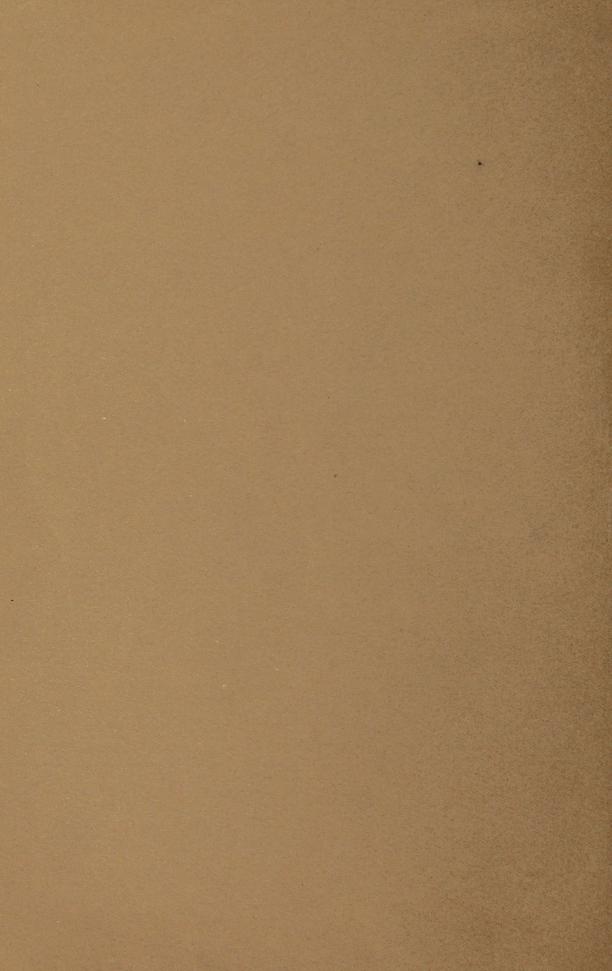
Monthly, salmon, per set

Yearly, buff, per set of 10

Weekly, buff, per set

City and County, buff, per 100





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Globe Wernicke Company, Cincinnati, Filing cabinets. -- Catalog 804. -- Cincinnati, 1904.

92 p.: ill.; 24 cm.
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